मध्यप्रदेश राजपत्र

प्राधिकार से प्रकाशित

क्रमांक 40] भोपाल, शुक्रवार, दिनांक 6 अक्टूबर 2023–आश्विन 14, शक 1945

भाग 4

विषय–सूची

(क)	(1) मध्यप्रदेश विधेयक,	(2) प्रवर समिति के प्रतिवेदन	(3) संसद् में पुरःस्थापित विधेयक.
(ख)	(1) अध्यादेश	(2) मध्यप्रदेश अधिनियम,	(3) संसद् के अधिनियम.
(ग)	(1) प्रारूप नियम,	(2) अन्तिम नियम.	

भाग 4 (क)–कुछ नहीं

भाग 4 (ख)

अध्यादेश

उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 4 अक्टूबर 2023

क्रमांक आर- 97/सीसी/23/अडतीस - मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम-2007 की धारा 28 (1) के अनुक्रम में स्कोप ग्लोबल स्किल्स निजी विश्वविद्यालय, भोपाल के प्रथम अध्यादेश क्रमांक 01 से 43 तक के साधारण राजपत्र में प्रकाशन राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है। संस्था के उक्त अध्यादेश प्रकाशित होने की तारीख से प्रवृत्त होगें।

संलग्न- प्रथम अध्यादेश क्रमांक 01 से 43

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,

वीरन सिंह भलावी, अवर सचिव.

SCOPE GLOBAL SKILLS UNIVERSITY, BHOPAL (MADHYA PRADESH)

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SCOPE GLOBAL SKILLS UNIVERSITY, BHOPAL (MADHYA PRADESH)

ORDINANCE NO. 01

SKILLS FRAMEWORK

Guiding Principles:

The global education development agenda reflected in the Goal 4 (SDG4) of the 2030 Agenda for Sustainable Development, adopted by India in 2015 seeks to 'ensure inclusive and equitable quality education and promote lifelong learning opportunities for all' by 2030. Such efforts should also be learner centric to make the entire skilling movement aspirational. Skill training needs to be considered as a complementary and essential part of mainstream education, as also envisaged under the National Education Policy (NEP), 2020.

The SCOPE Global Skills University shall work towards achieving the above objective, taking the **National Credit Framework – NCrF and the National Skills Qualification Framework – NSQF**, which is now a part of NCrF, as its guiding and enabling frameworks for designing the programmes and courses offered by the University.

The NCrF aims to fulfil the vision of National Education Policy 2020, making education more holistic and effective and lays emphasis on the integration of general (academic) education, vocational education and Experiential learning; and formalize a national credit accumulation and transfer system which will integrate both general & vocational education while ensuring mobility of candidates between the two systems. The proposed credit framework provides for a comprehensive and practical approach to include all dimensions learning i.e. academic education, skilling and experiential learning, including relevant experience and professional levels acquired. Such seamless mixing of Education, Skilling and Work Experience would enable a student/learner take full benefit of the option of Multiple Entry-Multiple Exit.

The National Higher Education Qualifications Framework (NHEQF) has been formulated by UGC to achieve the objectives of NEP with detailed level descriptors and learning outcomes. The **NHEQF and National Skills Qualifications Framework (NSQF) are in sync with each other to ease the integration of vocational education into higher education. The National Credit Framework (NCrF) seamlessly integrates higher education and vocational education and is**

totally aligned with the NHEQF and NSQF while also integrating school education [National School Education Qualifications Framework (NSEQF)] in continuum. Till now there was no credit framework in place for school education.

Under the **UGC Guidelines for delivering Skill based programmes,** the skill-based programmes shall have a mix of general and skill components in which 30-40% of the total content shall be of general nature - this will include curricula which are supportive to the core trade in addition to communication skills, soft skills, digital skills, critical thinking, problem solving skills, environmental studies and value education; while the remaining 60% (extendable up to 70%) of the content shall be on skill development. The skill component will include practical classes in laboratories / workshops, internships, apprenticeships and any other forms of hands on training.

National Skills Qualification Framework (NSQF):

The **National Skills Qualification Framework (NSQF)** is a competency – based framework that organizes qualifications according to a series of knowledge, skills and aptitude. The NSQF levels graded from one to eight, are defined in terms of learning outcomes which the learner must possess regardless of whether they are obtained through formal, non-formal or informal learning. National Occupational Standards (NOS) are statements of the skills, knowledge and understanding needed for effective performance in a job role and are expressed as outcomes of competent performance. They list down what an individual performing that task should know and also are able to do. These standards can form the benchmarks for various education and training programs to match the job requirements. Just as each job role may require the performance on a number of tasks, the combination of NOSs corresponding to these tasks form the Qualification Pack (QP) for that job role. The NOSs and QPs for each job role corresponding to each level of the NSQF are being formulated by the respective Sector Skill Councils (SSCs) set up by the National Skill Development Corporation (NSDC) with industry leadership. The curriculum which is based on NOSs and QPs would automatically comply to NSQF. The Specific outcomes expected from implementation of NSQF are as follows:

1. Mobility between vocational and general education by alignment of degree with NSQF.

2. Recognition of Prior Learning (RPL), allowing transition from non-formal to organized job market.

3. Standardized, consistent, nationally acceptable outcomes of training across the country through a national quality assurance framework.

4. Global mobility of skilled workforce from India, through international equivalence of NSQF.

5. Mapping of progression pathways within sectors and cross sectorally.

6. Approval of NOS/QPs as national standards for skill training

Accordingly, the curriculum in each of the semester/years of the programme(s) will be a suitable mix of general education and skill development components. Skill component of the courses shall have a minimum of 60% of the total credits and the balance credits shall be of the general education component. The NOS/QPs list are not static rather new NOS/QPs are being added as per requirement of new skilling area. Accordingly, new courses/programmes can be designed by using NOS/QPs.

The National Credit Framework encompasses the following main components/dimensions of learning:

- Credits earned by virtue of completed academic education

- Credits earned by virtue of undergoing vocational education, training/ skill program

Credit points earned by virtue of relevant experiential learning including relevant experience and professional levels acquired:

Table 3: NCrF levels for different academic grades/Vocational Education & Training/Skilling* and Assessment Bands

Academic Band/Hours of Learning per year	Academic Grade/Levels- School Education & Higher Education	Vocational Education Long Term Trg/Short Term Trg (LTT/STT)	National Credit Framework (NCrF) Credit levels	Credits Earned/year	Credit Points Earned	Assessment Stage and equivalence
Doctoral Degree	PhD	NSQF Level 8 STT	8.0	40	320	
PG degree (1/2 yrs)/ME/M Tech (1200 Hrs/yr)	PG-2nd (Eng)	NSQF Level 7 STT	7.0	40	280	M.Tech 2nd Yr./Engg PG Degree
	PG-2nd Yr/PG 1st yr (Eng)	NSQF Level 6.5 STT	6.5	40	360	PG Degree/M.Voc/M.Sc (eng)
4-year UG with honours/Honours with Research / BE/B.Tech. OR 3 year UG (1200 Hrs/yr)	4-year UG with honours/Honours with Research / PG-1st yr.	NSQF Level 6 STT	6.0	40	240	UG-Degree (Hons)/PG-Diploma/B.Tech/B.E
	UG-3rd Year	10=>5-Yr NTC/NAC/CITS, 12=>3-Yr NTC/NAC/CITS, NSQF Level 5.5 STT	5.5	40	220	UG-Degree/B.Voc/B.Sc Eng
	UG-2nd Year	10=>4-Yr NTC/NAC/CITS, 12=>2-Yr NTC/NAC/CITS, NSQF Level 5 STT	5.0	40	200	UG-Diploma/Diploma-Eng
	UG-1st Year/equivalent	10=>3-Yr NTC/NAC/CITS, 12=>1-Yr NTC/NAC/CITS, NSQF Level 4.5 STT	4.5	40	180	UG-Certificate
2 year- Senior Secondary (1200 Hrs/yr)	Class XII	10=>2-Yr NTC/NAC/CITS, NSQF Level 4 STT	4.0	40	160	Class XII [thru CBSE/School Boards/NIOS]
	Class XI	10=>1-Yr NTC/NAC/CITS, NSQF Level 3.5 STT	3.5	40	140	Class XI [thru CBSE/School Boards/NIOS]
2 Year- Secondary (1200 Hrs/yr)	Class X	8=>2-Yr NTC/NAC, NSQF Level 3 STT	3.0	40	120	Class X [thru CBSE/School Boards/NIOS]
	Class IX	8=>1-Yr NTC/NAC, NSQF Level 2.5 STT	2.5	40	100	Class IX [thru CBSE/School Boards/NIOS]
3 year- Middle (1200 Hrs/yr)	Class VIII	NSQF Level 2 STT	2.0	40	80	Class VIII [thru School Boards/NIOS]
	Class VII		1.67	40	67	
	Class VI		1.33	40	53	
3 year- Preparatory (1000 Hrs/yr)	Class V	NSQF Level 1 STT	1.0	33	33	Class V (thru School Boards/NIOS)
	Class IV		0.8	33	26.4	
	Class III		0.6	33	19.8	
5 year Foundational (800 Hrs/yr)	Class II		0.4	27	10.8	
	Class I		0.2	27	5.4	
	Pre-School (3 years)		0.1x3	27x3=81	8.1	

* would include other entry criteria as well like main education and experience at that level. The equivalent criteria for NTC/NAC are detailed in table 9 below

Definitions

Keywords /Terms	Description
AA	Assessment Agency
AB	A body that can award or propose to award certification to trainees for an approved qualification is an Awarding Body (AB).
AICTE	All India Institute of Technical Education
A&C	Assessment and Certification
ASEEM	Aatmanirbhar Skilled Employee Employer Mapping
B.VOC	Bachelor of Vocational Education.
BICE	Best-in-class Employer
CBCS	Choice Based Credit System
CBSE	Central Board of Secondary Education
CoE	Centre of Excellence
CTS	Craftsmen Training Scheme
DAP	Demand Aggregation Portal
DAY-NRLM	Deendayal Antyodaya Yojana - National Rural Livelihoods Mission
DAY-NULM	Deendayal Antyodaya Yojana-National Urban Livelihoods Mission
DBT	Direct Benefit Transfer 10. DGT - Directorate General of Training
DGT	Directorate General of Training
D.VOC	Diploma in Vocational Education.
DSC	District Skill Committee
Flexi-MoU	Flexible Memorandum of Understanding OR Flexi-MoU Scheme
GFR	General Financial Rules
GoI	Government of India
HEIs	Higher Education Institutes
IIE	Indian Institute of Entrepreneurship
ITI	Industrial Training Institute

Job Role	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
KARMA	Kaushal Augmentation and Restructuring Mission of AICTE
MGN REGA	Mahatma Gandhi National Employment Guarantee Act
MHA	Ministry of Home Affairs
MIS	Management Information System
MoE	Ministry of Education
MoHFW	Ministry of Health and Family Welfare
MLA	Member of Legislative Assembly
MP	Member of Parliament
MSDE	Ministry of Skill Development and Entrepreneurship
MUDRA	Micro Units Development and Refinance Agency Ltd
M.VOC	Masters of Vocational Education.
NAPS	National Apprenticeship Promotion Scheme
NATS	National Apprenticeship Training Scheme.
NCERT	National Council for Educational Research and Training
NCrF	National Credit Framework
NCVET	National Council for Vocational Education and Training
NCVT	National Council for Vocational Training
NEP	National Education Policy
NER	North-East Region
NHEQF	National Higher Education Qualification Framework
NIOS	National Institute of Open Schooling
NIESBUD	National Institute for Entrepreneurship and Small Business Development
NOS	National Occupational Standards
NQR	The National Qualifications Register is the official national public record of all qualifications aligned to NSQF levels, qualification pathways and accrediting authorities.
NSDA	National Skill Development Agency

NSDC	National Skill Development Corporation
NSDF	National Skill Development Fund
NSEQF	National School Education Qualification Framework
NSQF	National Skills Qualification Framework
NSTI	National Skill Training Institute
Occupation	Occupation is a set of job roles, which perform similar/ related set of functions in an industry
Occupational	OS specify the standards of performance an individual must achieve
OJT	On the Job Training
Standards (OS)	when carrying out a function in the workplace, together with the knowledge and understanding they need to meet that standard consistently.
PMKVY	Pradhan Mantri Kaushal Vikas Yojana
PMMY	Pradhan Mantri MUDRA Yojana
PwD	Persons with Disability Draft
QP	Qualification Pack
RDSDE	Regional Directorate of Skill Development & Entrepreneurship
RPL	Recognition of Prior Learning
RTD	Recruit Train Deploy Model
SDG	Sustainable Development Goals
Sector	Sector is a conglomeration of different business operations having similar business and interests.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
SHI	Skill Hub Initiative
SIP	Skill India Portal
SSDM	State Skill Development Mission
SKP	Skill Knowledge Provider
SOP	Standard Operating Procedure
SP	Special Projects

SSC	.	Sector Skill Council
ST		Scheduled Tribe 54.
STT		Short-Term Training
SECC		Socio Economic and Caste Census
TC		Training Centre
ToT		Training of Trainers
ToA		Training of Assessors
TP		Training Providers
UC		Utilization Certificate
UGC		University Grants Commission
UT		Union Territory
VET		Vocational Education and Training
WILP		Work Integrated Learning Program
WITP		Work Integrated Training Program

General :

1. The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for their students.

2. This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

3. All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

4. The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 02

FACULTIES AND SCHOOLS

The University shall have the following Faculties mentioned in column (1) and the Schools mentioned in column (2) of the following table thereof:

Other Faculties and Schools can be created as per the decisions of the Academic Council and after approval of the Governing Body.

S.N.	FACULTY NAMES	Proposed Schools
1	Faculty of Engineering and Technology Skills	School of Computer Science and Software Engineering
		School of Electronics and Telecommunication Engineering
		School of Agriculture Engineering
		School of Architecture Engineering
		School of Automobile Engineering
		School of Aeronautical Engineering
		School of Chemical Engineering
		School of Civil Engineering
		School of Dairy Engineering
		School of Environmental Engineering
		School of Information Technology and Engineering
		School of Mechanical Engineering and Industry 4.0
		School of Electrical and Electronics Engineering
2	Faculty of Emerging Technologies	School of Telecom and Drone Technology
		School of Robotics and Automation
		School of EV
		School of VLSI Design
		School of Printing and Packaging Technology
		School of Mining and Materials
		School of Automotive Studies
		School of Construction Technology
		School of Aviation and Aeronautics
		School of Design
		School of Foundry and Forge Technology
		School of Smart Manufacturing
		School of Petroleum and Energy
		School of Interdisciplinary Science and Technology
		School of Industrial Development
		School of Road Transport

		School of Planning and Architecture
		School of Energy
		School of Industrial Engineering
		School of Space Science and Technology
		School of Remote Sensing
		School of Aerospace & Aviation
		School of Paints and Coatings
		School of Instrumentation Automation Surveillance & Communication.
		School of Infrastructure Equipment.
		School of Material Science
		School of Water Management & Plumbing
		School of Electronics & telecom.
3	Faculty of Future Skills	School of Computing and Future Skills
		School of Animation, Multimedia, Gaming and Visual Effects
		School of Hardware and Networking
4	Faculty of Information Technology	School of Digital Learning
		School of Information Technology
5	Faculty of Management Studies	School of Management Skill
		School of Tourism and Hospitality
		School of Entrepreneurship and Startups
		School of Industrial Safety and Fire Management
		School of Facility Management
		School of Logistics
		School of Developing Societies.
		School of Defence Management.
		School of Foreign Services
		School of Foreign Trade
		School of Forest Management
		School of Social Welfare and Business Management
		School of Micro, Small and Medium Enterprises Management
		School of Public Finance and Policy
6	Faculty of Banking, Finance and Commerce	School of Banking and Finance
		School of Commerce
7	Faculty of Education and Training	School of Education
		School of Physical Education
		School of Sports, Fitness and Leisure Skills
		School of Persons with Disability
		School of Water Sports
		School of Teachers Training and Research
8	Faculty of Humanities and Liberal Arts	School of Humanities and Liberal Arts
		School of Performing Arts

		School of Languages
		School of the History of Art, Conservation and Museology
9	Faculty of Science	School of Modern Science
		School of Rubber, Chemicals, Petrochemicals and Hydrocarbon
		School of Plastic Technology
		School of Botanical Research
		School of Hydrology
		School of Medicinal and Aromatic Plants
		School of Soil Science
		School of Natural Resins and Gums
		School of Statistical Sciences
		School of Genomics and Integrative Biology
		School of Forensic Sciences
		School of Fisheries & Nautical science
		School of Astrophysics
10	Faculty of Fashion Technology and Interior Design	School of Textile, Apparel and Fashion Technology
		School of Gems and Jewelry
		School of Handicrafts (Handicrafts and Carpet)
		School of Interior Design, Furniture and Furnishings
11	Faculty of Medical and Allied Sciences	School of Healthcare and Allied Sciences
		School of Beauty and Wellness
		School of Teaching and Research in Ayurveda
		School of Indian Veterinary Research
		School of Homoeopathy
		School of Psychiatry
		School of Nutrition
		School of Chemical & Pharmaceutical Sciences
		School of Yoga & Naturopathy
		School of Unani
		School of Health Diagnostics technology
12	Faculty of Agriculture and Allied Technologies	School of Agriculture
		School of Food Processing and Food Technology
		School of Dairy
		School of Sugar or Sugarcane
		School of Food Technology Entrepreneurship and Management
		School of Plantation Management
		School of Vegetable Research
		School of Dry land Agriculture
13	Faculty of Law	School of Law
14	Faculty of Mass Communication	School of Journalism
		School of Media & Entertainment
		School of Film and Television
15	Faculty of Sustainable	School of Water Management

	Development Studies	School of Renewable Energy and Green Jobs
		School of Youth Development
		School of Livelihood Promotion
		School of Domestic Workers

Other Faculties and Schools can be created as per the decisions of the Academic Council and after approval of the Governing Body.

General :

1. The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for their students.

2. This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

3. All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

4. The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 03

ADMISSION OF STUDENTS TO THE SCHOOLS OR INSTITUTIONS, TRANSFER OF STUDENTS AND MAINTENANCE OF DISCIPLINE

1. In this Ordinance, unless there is anything repugnant in the subject or context are:

   1.1 Qualifying examination means an examination the passing of which makes a student eligible for admission to a particular year in a program of study leading to a Bachelor's or Post-Graduate Degree or Diploma or certificate conferrable by this University.

   1.2 "Equivalent Examination" means an examination which has been conducted by:

      1.2.1 Any recognized Board of Higher Secondary Education, or

      1.2.2 Any Indian University incorporated by any law in force for the time being, and recognized by the University/UGC as equivalent to its corresponding examination.

      1.2.3 Any foreign University/Board Examination that have been recognized by AIU/ UGC as equivalent to +2 stage qualification or Bachelor Degree Program.

      1.2.4 Appropriate Credits earned by the candidate for admission to a particular programme.

      1.2.5 Students undergoing employment in the industry can be registered under RPL or other equivalent programmes.

2. A student seeking admission to the School shall, on or before the date prescribed for submission of applications submit his application on the prescribed form to the prescribed location.

3. The University shall follow the normal admission process to all courses, if otherwise not specified as follows:

3.1   The University will issue admission notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.

3.2   List of candidates provisionally selected for admission/shortlisted based on merit will be displayed on the notice board of the University/University's website/or the students will be informed directly of their admission after the last date of application.

3.3   The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year Mark Sheet/School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

3.4   If a candidate admitted provisionally under clause 3.3 above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.

3.5   The application form may be rejected due to any of the following reasons:

     3.5.1   The candidate does not fulfill the eligibility conditions.

     3.5.2   The prescribed fees are not enclosed.

     3.5.3   The application form is not signed by the candidate and his / her Parent, Guardian, wherever required.

     3.5.4   Supporting documents for admission are not enclosed.

     3.5.5   If any false information is revealed after enrollment of student. The admission will be cancelled and proper action will be taken as deem fit.

3.6   Enrollment/Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

3.7   Admission rules as framed by the University shall be applicable for all admissions from time to time.

3.8   University can also accept the candidates for admission in the University who have qualified in competitive examination conducted by the agency of State or Central Government.

4.   The application for admission shall among others be accompanied by

4.1   The School or College Leaving Certificate signed by the Head of the Institution last attended by the student.

4.2   True copy of the statement of marks showing that the applicant has passed the qualifying examination. If an applicant for admission, as aforesaid, has passed the qualifying examination from a Board other than the Board of Secondary Education, Intermediate Council, or a University other than this University, he shall submit in addition to the School or College Leaving Certificate an eligibility or a Migration Certificate from the Secretary or Registrar of such Board, Intermediate Council or University, as the case may be together with migration fee decided by the University.

5.   No student shall be admitted to an institution for pursuing a course of study for the Initial year of the first degree under any faculty unless he has passed the final examination held under any recognized Board of Higher Secondary Education, Intermediate Council or an examination declared equivalent to such examination by the University or such other qualifying examination as may be prescribed from time to time.

5.1   No student enrolled in the University shall be admitted to any subsequent higher class in any institution unless he has qualified as per relevant ordinance to appear for the examination for which he will be preparing.

5.2   No student migrating from any other University shall be admitted to any class in an institution· unless he has passed or has qualified the examination which has been declared by the University as equivalent to the qualifying examination for a student of the University.

5.3   Without prejudice to the provision contained in sub clause (5.2) above, no student migrating from any other University shall be admitted to any class in an institution without the prior permission of the Registrar wherever by any general or special direction, such permission is necessary.

5.4   An applicant for admission to a program leading to a Bachelor's Degree shall not be admitted unless he is prepared to appear in all the subjects prescribed for the particular degree examination.

6.   No student who has passed or has qualified a part of any degree or Post-Graduate examination from another University shall be admitted to subsequent higher class for such examination in any institution without the approval of the Vice Chancellor.

6.1   No person who is under sentence, or has rustication from a School of this University or another University or a Teaching Institution connected with that University shall be admitted to any course of study in any Institution maintained by this University.

7.   Admission to various institutions of the University will be done as per the admission cycle declared by the university. The Vice Chancellor can make changes in the admission cycle.

7.1   Candidates coming on transfer from other university because of the transfer of their Parents/Guardians or any other genuine hardship will be given admission beyond the last date for admission, subject to the provisions of 5(2) & 5(3).

8.   A Complete list of all students admitted to the Institution / School shall be forwarded by the Head of the Institution / School to the Registrar of the University by the last date (or as per the last date declared in the academic calendar of the university) with a certificate that all admissions have been made as per University Rules and that no exception has been made.

8.1.   A student shall be enrolled as a member of a University as soon as he is admitted by the Head of the University and has paid the prescribed fees.

8.2   A student seeking admission to an Institution / school after' the commencement of the session shall be required to pay tuition fees from July of the year/ or as directed by the Regulatory Body.

9.   The Head of the Institution / School may permit a student to change his optional subjects for a course or with the approval of the Vice Chancellor, to change the Faculty within 30 days of start of the course.

10.   Every student in the University shall at all times be of good behaviour, show diligence in studies, maintain decorum and dignity, take proper interest in co-curricular activities and observe all rules of discipline of the Institution / School of which he is a student and of the· University.

11.   When a student has been guilty of breach of discipline within or outside the precincts of the University or an Institution, or persistent idleness or has been guilty of misconduct, the Head of the institution at which such student is studying or the Vice Chancellor / Registrar may according to the nature and gravity of the offence.

    i.   Suspend such a student from attending classes for not more than a week at a time, or

    ii   Expel such a student from his institution/School of the University,

    iii   Disqualify such a student from appearing at the next ensuing examination, or

    iv   Rusticate such a student.

11.1   Before inflicting any punishment as aforesaid, the Head of the Institution / School shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.

11.2   The Head of the Institution / School concerned shall have power to suspend for such time as may be necessary a student temporarily from the institution pending inquiry into his conduct in connection with an alleged offence.

11.3   The period, during which a student remains suspended for completion of an enquiry shall be reckoned in the calculation of his attendance for appearing at an examination provided he is found innocent.

11.4 The rustication of a student from an Institution shall entail the removal of his name from the register of enrolled students.

12. Reservations to SC/ST/Other categories students shall be observed as per norms.

13. **General**

13.1 The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for their students.

13.2 This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

13.3 All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

13.4 The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 04

PART - I

REGISTRATION OF STUDENTS AND THEIR ADMISSION TO THE PROGRAMMES OF STUDY

1.   For registration / to enroll in the university courses of study, a candidate must apply on prescribed format and submit the application form along with the attested copy of the mark sheet of the qualifying examination and university fees. The registration form will be forwarded by the head of the School to the Registrar of the University. The registration of Students can be applied and approved as per the University Act under one of the category:

    1.1   As Regular / Ex / Industry Embedded/Apprentice/Work Integrated student in the School of the University.

    1.2   As Regular / Ex / Industry Embedded/Apprentice/Work Integrated student at off campus/off shore campus centre of the University.

    1.3   As Student enrolled for Online Education Programs.

    1.4   As student enrolled for Distance Education Programs.

    1.5   As industry enrolled students.

2.   On receipt of the registration form at the University Institution the candidate will be allotted a temporary registration number.

3.   The registration of application form will be subjected to verification by the University and after due verification, the candidate will be given a permanent registration number.

4.   The mode of sending application for admission of students can be direct or counselling or through information or guidance centre or through post or through online mode or through admission coordinators. Any student from India or abroad seeking admission in the University can interact Online with the University. Mode of instructions of

teaching and examination of such student shall be decided by the Board of Management of the University. The University can also collaborate with online portals for admission purpose or for referring admission enquiries.

5.   The validity of the registrations will be for the following periods:

     5.1   Certificate and one year Diploma Programmes   -   2 years

     5.2   Two years Programme   -   4 years

     5.3   Three years Degree Programmes   -   6 years

     5.4   Four years Degree / Honour's Programme   -   8 years

     5.5   Master Degree and Two Years Programmes   -   4 years

     5.6   Ph.D Programmes   -   6 years

6.   No person who is under sentence or expulsion or rustication from another University shall be admitted to any course of study during the period for which the sentence is in operation.

7   A student who is registered with the University may apply for a change, correction or alteration in one's own name or surname to the Registrar of the University with a fee decided by University.

     7.1   The Registrar, if he is satisfied with the reasonableness of the request, may pass order for change or correction of name of the student.

     7.2   The application for change or correction in the name shall be made through the Head of the Institution / School where the student is studying or will be supported by an affidavit.

     7.3   The fees deposited by the candidate shall not be refunded in any case.

PART –II
TEACHING METHODOLOGY AND MODE OF DELIVERY

8.   For every University enrolled Student teaching methodology and mode of delivery shall be as follows:

8.1 For every University enrolled Regular Student shall ensure that the number of actual teaching days not below 180 in an academic year (90 days in a semester) including on the job training, internships, apprenticeship, community engagement and project work.

8.2 In case of Students enrolled in Online/ Distance Education Mode the learning materials shall be delivered in print and / or online version.

8.3 In case of Students enrolled in off campus Centre attendance and enrolment will be done in the off centre and shall be forwarded to the University.

8.4 All the programs shall be based on the CBCS grading system except where duly recommended by the Board of Studies, Academic Council and approved by the Vice Chancellor.

8.5 For students registered in the On-line mode / Blended mode their teaching, learning and examination methodology shall be as decided by the BoM of the University.

8.6 For candidates performing OJT (On the Job Training) in the industry there attendance will be provided by the industry to the University.

9. Teaching methods of all the courses shall include one or more methods of teaching from - Class Room Teaching, Assignments, on the job training and Apprenticeship, Viva Voce, Lab Work, Seminar, Project Work, Summer Training, Field Work, Presentation, Group Discussion, community engagement etc.

9.1 To provide better support to the students in conjunction with the traditional approaches, modern approaches based on Information and communication technologies for teaching learning will be adopted. These may include online teaching-learning, material availability, Webcasting, Podcasting, Online chatting with teachers, Online Discussion Forums, etc.

10. General

10.1 The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for their students.

10.2   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

10.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

10.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 05

PART - I

EXAMINATIONS GENERAL

1. In this Ordinance and in all Ordinances and Regulations laying down conditions for appearing in an examination of the University for a Degree or a Diploma or a certificate, either generally or for a particular examination, unless there is anything repugnant in the subject or context:

   1.1 **"Regular Candidate"** is a person who is pursuing a course in the School of the University including those opting for On Line education / Blended Education / On the Job Training/ Apprenticeship based and seeks admissions to an examination of the University as such.

   1.2 **"Ex-student Candidate"** means a person who was admitted to an examination as a regular candidate and was not declared successful there-at or was not able to appear in the examination; though admission card was correctly issued to him by the university and seeks admission again to the said examination.

   1.3 **"Failed Candidate"** is a person who has failed in any of the theory paper or in any other part of the examination.

   1.4 **"Registration Period"** means the period for which a candidate's Registration / Enrolment is valid.

   1.5 **"Forwarding Officer"** means any person authorized by the Registrar of the University.

   1.6 **"Attested"** means attested by the forwarding officer.

PART - II

ADMISSION OF VARIOUS CATEGORIES OF STUDENTS TO UNIVERSITY EXAMINATION

2.   No candidate shall be permitted to appear in the university examinations unless he/she is duly registered / enrolled with the university.

3.   Filled up examination forms of all the candidates with the complete examination fees shall be forwarded by the head of the institution so as to reach to the designated person in the University on or before the last date prescribed for· the purpose by the university. It will be the responsibility of the head of the institution to see that the candidate possesses minimum academic qualifications for appearing in the examination, has fulfilled attendance norms as per various category of students and is of good conduct.

4.   The head of the institution or the Registrar of the university can detain a candidate from appearing in an examination if he/she has not paid full dues of the university.

5.   An ex-student shall submit his examination form in prescribed format on or before the last date notified by the university to the concerned head of the institution who will forward it to the designated centre after due verification.

    5.1   An ex-student candidate shall offer the same subjects or optional papers which he had previously offered as a regular candidate, the changes in scheme of examinations by the university not-with-standing.

6.   Application submitted by regular candidates together with the examination fee and marks fee shall be forwarded by the Head of the Institution / Head of the University School of Studies so as to reach the Registrar on or before the last date prescribed for the purpose by the University.

    6.1   In case of each application, the Head of the Institution / Head of the University School of Studies shall certify that the candidate:

        6.1.1   Possesses the minimum academic qualification for appearing in the examination to which he seeks admission.

6.1.2   Is of good conduct.

6.2   The Head of the School of the University shall send to the Registrar a list of candidates eligible for examination; as per examination schedule declared by the university.

7.   The Head of the School of the University may detain a regular candidate from taking an examination if he has not paid outstanding dues, or does not return the property and all the articles and uniform issued to him for sport or NCC or does not pay the cost thereof in case of loss, 15 days before the commencement examination or if the conduct of the student has been unsatisfactory between the time of submission of his application form to the Registrar for admission to the examination and the date of the commencement of the examination.

8.   No candidate shall be allowed to take the term end Semester Examination unless one has:

8.1   Attended at least 75% of lectures /practical delivered/ On the Job Training.

8.2   Paid all the fees due

8.3   Obtained "No Dues" certificate from the concerned School.

8.4   Submitted the job internship certificate/Project Report, as notified by the University.

8.5   Received in Plant/Practical training as prescribed by the University.

Clause (8) above shall not be applicable to the Ex-candidates/Online/Other Students.

PART - III

GENERAL CONDITIONS

9.   Where there are Two or Three examinations for any degree such as Year I, II and III or Previous and Final examinations and there are Two or more alternative subjects/courses for such a degree a candidate for the degree must take the same

subject/ course in Year-III/Final examination as he has taken in the Year-II/ Previous Examination.

10. Candidate shall appear in more than one-degree examination or post graduate degree examination in one and the same year provided that in such cases, class timings for one programme do not overlap with the class timings of the other programme. However one full time physical mode and another in ODL /Online mode can be done simultaneously where flexibility of attending physical classes is available.

11. A Candidate who has passed the UG Year-I or Year-II Examination or the Previous Examination for a PG of another University may with the permission of the Vice Chancellor, be admitted to the next higher examination of the University for the degree concerned provided the course offered by the candidate at such other University is equivalent to the course of the University for the corresponding examination.

12. No person who has been expelled or rusticated from the University or has been debarred from appearing at University examination shall be admitted to any examination during the period for which the sentence is in operation.

13. Notwithstanding anything contained in the Ordinances relating to admission of candidates to an examination of the University, the Vice Chancellor may, in special cases in which he is satisfied that the delay in submitting the application for admission to an examination is not due to lack of diligence on the part of the candidate and that it would be a great hardship to the candidate if his application is rejected, allow an application which is otherwise complete in all respects to 'be entertained with the requisite late fees.

14. The Controller of Examination shall issue an admission card in favour of a candidate, if:

14.1 The application of the candidate is complete in all particulars in accordance with the provisions applicable, and is in order.

14.2 The candidate is eligible for admission to an examination and the fees as prescribed have been paid by the candidate.

14.3 Where the practical examination is held earlier than the examination in theory papers a candidate shall not be deemed to have been admitted to the examination until he is issued an admission card for appearing in the examination.

14.4 The admission card issued in favour of a candidate to appear at an examination may be withdrawn, if it is found that-

14.4.1 The admission card was issued or permission was given through mistake, or the candidate was not eligible to appear in the examination.

14.4.2 Any of the particulars given or document submitted by the candidate in or with the application for enrolment, admission to a University School of Studies or Institutions for admission to an examination is false or incorrect.

14.5 The Controller of Examination may, if he is satisfied that an admission card has been lost or destroyed, grant a duplicate admission card on payment of a further fee as decided by the University. Such card shall show in a prominent place the word "DUPLICATE".

15. A candidate shall not be admitted into the examination 'hall unless he produces the admission card before the superintendent of the examination centre or the invigilator or satisfies such officers that it shall he produced.

16. A candidate shall produce his admission card whenever required by the Superintendent or the invigilator.

16.1 In the Examination hall the candidate shall be under the disciplinary control of the Superintendent of the. Centre and he shall obey his instructions. In the event of a candidate disobeying the instructions of the Superintendent or showing indiscipline conduct or arrogant behaviour towards the Superintendent or any invigilator, the candidate may be excluded from that day's examination and if he persists in misbehaviour he may be excluded from the rest of the examinations by the Superintendent of the Centre.

16.2　If a candidate acts in a violent manner or uses force or makes a display of force towards the Superintendent or any invigilator at the centre or in its precincts endangering the personal safety of either of them or acts in a manner likely to obstruct the authorities in the discharge of their duties, the superintendent may expel the candidate from the centre and he may take police help.

16.3　If a candidate brings any dangerous weapon within the precincts of the examination centre, he may be expelled from the centre and/ or handed over to the police by the superintendent.

16.4　A candidate expelled on any of the grounds mentioned in clause 16.2 or 16.3 above will not be allowed to appeal' in the subsequent papers.

16.5　In every case where action is taken by the Superintendent under (16.1), (16.2) or (16.3) above a full report shall be sent to the Registrar and the Board of Management may according to the gravity of the offence, further punish a candidate by cancelling his examination and/or debarring him from appearing at any of the examinations of the University for one or more years after giving the candidate an opportunity to show cause and considering any explanation submitted by the candidate.

16.6　If a candidate is found guilty of using or attempting to use or having used unfair means at an examination such as copying from some book or notes or from the answer of some other candidate or helping or receiving help from any other candidate or keeping with him the examination hall material connected with the examination or in any other manner whatsoever, the Vice Chancellor may cancel his examination and also debar him from appearing at any of the examinations of the University for one or more years according to the nature of the offence.

16.6.1 The Board of Management may cancel the examination of a candidate and/or debar him from appearing at an examination of the University for one or more years if it is discovered afterwards that the candidate was in any manner guilty of misconduct in connection with his examination and/ or was instrumental in or has abetted the tempering of university records

including the answer books, mark-sheets, result charts, diplomas and the like.

16.6.2 The Board of Management may cancel the examination of a candidate and / or debar him from appearing at an examination of the University for one or more · years, if it is discovered afterwards that the candidate had obtained admission to the examination by misrepresenting facts or by submitting false or forged certificate/documents.

17.   A candidate who due to sickness or other cause is unable to present himself/herself at an examination shall not receive a refund of his fee, provided that the Vice Chancellor may in a case in which he is satisfied about the genuineness, or merit of it, order for adjustment of the following portion of the fee towards the immediately next examination:

17.1. **Examination Fee:**

Other fees paid by the candidate shall lapse to the University. Application for such adjustment from a candidate accompanied by a Medical Certificate of illness if applicable must be sent so as to reach the Registrar not later than 30 days from the date of commencement of the examination at which the candidate was to appear.

17.2   Provided, however, that a candidate shall not be entitled to the adjustment of examination fee mentioned in foregoing paragraph if he/she changes the faculty or his subject in case of a Post Graduate Examination.

17.3   The examination fee of a candidate who dies before appearing at the examination may be refunded in full to his guardian or his successor.

17.4   The entire fees paid by a candidate whose application for appearing at an examination is cancelled on account of producing fraudulent documents or giving false particulars shall stand forfeited.

18.   Any candidate who has appeared at an examination conducted by the University may apply to the Registrar for the re-totalling of his marks in the written papers in any

subject and rechecking of his result. Such application must be made so as to reach the Registrar within 10 days of the publication of the result of the examination.

18.1 Such application must be accompanied by fee as per schedule given in the University Rules. In P.G. Exams re-totalling of failed subject would be permitted.

18.2 The result of the re.totalling shall be communicated to the candidate.

18.3 If as a result of re.totalling it is found that the examinee should be declared as having passed or placed in a higher division the result of the candidate shall be revised accordingly.

19. A candidate whose result has been declared may apply to the Registrar in the prescribed form within Ten Days of the declaration of his result for the revaluation of any answer books.

20.1 Provided also that no revaluation shall be allowed in case of scripts of practical, field work sessional work, tests and thesis submitted in lieu of a paper at the examination.

20.2 The fee for revaluation shall be as per the University Rules.

20. No person who is under sentence of expulsion or rustication from a School of the University or is debarred from appearing at examination of the University for any period of time shall be granted a Migration Certificate during the period for which the sentence is in operation.

21. Duplicate copies of Marks Sheet and Migration Certificate certificates shall be granted on payment of the fee as per University Rules.

21.1 Provided further that duplicate copy of Migration Certificate shall not be granted except in cases in which the Registrar is satisfied by the production of an affidavit on a stamped paper of proper value required by Law for the time being in force that the applicant has not utilized the Original Migration Certificate for appearing at an examination and has lost the same or that the same has been destroyed and that the applicant has real need for a duplicate.

22. The names of first ten successful candidates in each examination who obtain first division shall be declared in order of Merit for each class/subject as the case may be.

23. The Vice Chancellor may award five grace marks in case the candidate is failing by five marks or missing a division by one mark.

PART-IV

EXAMINATION FEES

24. The examination fees for various courses under Semester System Examination pattern shall be as per the prescribed norms of the University.

25. The Board of Management of the University can change fees of any program or conditions for the examination Clause (1 to 27) as and when the situation so warrants.

26. General :

26.1 The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for their students.

26.2 This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

26.3 All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.   ()

26.4 The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 06

CONDUCT OF EXAMINATIONS

1. All arrangements for the conduct of examinations to be held by the University shall be made by the Controller of Examinations in accordance with such directions as may be issued by the Board of Management.

2. The Controller of Examinations shall prepare and duly publish a program for the conduct of examinations specifying the date of each Examination and the last dates by which applications and fees for examinations shall be submitted by the intending examinees.

3. The Exam Controller in consultation with the Head of Schools and industry partners after approval of the Vice Chancellor shall create exam centres and also decide pattern and frequency of examination in a year for various category of Students.

   3.1 The assessment of vocational skills qualifications is a combination of online/paper-based assessment and a practical exam. Assessment of OJT component can be done by industry under whom the OJT has been undertaken.

   3.2 The assessment format for the skill component can be classified into Diagnostic, Formative, Summative, Norm-referenced, Criterion-referenced, Peer-to-peer randomized and self-assessments.

   3.3 On-demand Examinations: Offer examinations on demand to offer more flexibility and student centricity. AR/VR/XR may also be used for assessments.

4. Vice Chancellor shall in consultation with the Head of the Schools appoint Superintendents and Assistant Superintendents, if any, for the Examination Centre and shall issue instructions for their guidance. Online examination as well as practical can be conducted after approval of BoM and GB.

   4.1 The Superintendent of the Examination shall be personally responsible for the safe custody of question papers and the answer books sent to him and shall

render to the University office a complete account of used and unused question papers and answer books.

4.2   The superintendent shall supervise the work of invigilators working under him and shall conduct the examinations strictly according to the instructions issued to him by the University.

4.3   The Superintendent of the Examination shall, whenever necessary send a confidential report to the Controller of Examinations about the conduct of examination, mentioning therein the performance of the invigilators and the general behaviour of the examinees. He shall send a daily report on the number of examinees attending each examination, absentees roll numbers and such other information relating to the examination being held at the centre as may be considered necessary, along with any other matter which he thinks fit to be brought to the notice of the University. He shall also be responsible for maintenance and submission to the CFAO of the University of the account of advance money received and expenditure incurred in connection with the conduct of the examinations.

4.4   The Centre Superintendent shall have the power to expel, an examinee, from examinations on subsequent examination days, on any of the following grounds:

4.4.1   That the examinee created a nuisance or serious disturbance at the Examination Centre.

4.4.2   That the examinee showed a seriously aggressive attitude towards an invigilator or a member of the staff entrusted with the examination work.

4.4.3   If necessary, the Superintendent may get police assistance. Where a candidate is expelled, the Controller of Examinations shall be informed immediately.

4.5   Unless otherwise directed, only teachers of University Schools of Studies shall be appointed as invigilators by the Superintendents. Invigilators can also be drawn from other educational institutions.

5. It shall be the duty of the Centre Superintendent to ensure that an examinee is the same person who had filled in the form of application for appearing at the examination. It shall be the duty of the Centre Superintendent to see that on each day on which a candidate appears in the examination his signature is obtained on the form and to make sure that it tallies with the one already on it.

6. The Controller of Examinations may, on the recommendation of the Centre Superintendent appoint an alternative person to write down dictation pertaining to answers to questions at the examination on behalf of an examinee who is unable to write himself /herself on account of severe short sightedness or sudden illness (Must be supported by a certificate issued by a Medical Officer), provided that such an alternative person shall be a man/woman possessing qualification of at least one class examination lower than the examinee concerned.

7. The Vice Chancellor may cancel an examination if he is satisfied that there has been a leakage of question papers or any other irregularity which warrants such a step.

8. The Vice-Chancellor may issue such General Instructions for the guidance of the Examiners, Centre Superintendents, Tabulators, Collators, as he considers necessary for the proper discharge of their duties.

9. Subject to the provision of this Ordinance, the Board of Management may from time to time make, alter or modify rules and procedures about the conduct of examination.

10. The Vice Chancellor shall appoint Tabulators and Collators as necessary and he may issue general instructions for the guidance of tabulators in preparing the results of the examination.

11. If a candidate has any communication to make on the subject of his/her examination paper, it shall be made in writing to the Controller of Examinations direct.

12. Any attempt made by or on behalf of a candidate to secure preferential treatment in the matter of his / her examination shall be reported to the Controller of Examinations who shall place the matter before the Board of Management.

13. Except as otherwise decided by the Board of Management, the examination answer books and the documents regarding the marks obtained by the examinees, except the

tabulated results, shall be destroyed or otherwise disposed off after 6 months from the date of declaration of the results.

14.   The Registrar will publish the results of the University examinations as passed by the Results Committee on the notice board of the office or on the website of the University. The results, when published, shall simultaneously be communicated to the Heads of Institutions and the Schools of Studies. If any clerical error or error in the process of calculation or computerization is discovered in the results so declared, the Vice Chancellor shall have the power to rectify the same.

15.   The remuneration of the Examiners, Superintendents, Assistant Superintendents, Invigilators, Tabulators and Collators and the deductions to be made in remuneration for errors noticed shall be decided by the Board of Management from time to time.

16.   No examinee shall leave the examination hall within one hour of the start of the examination for any purpose whatever and no late comer will be permitted in the examination hall after half an hour of its commencement.

17.   Examinees desirous of leaving the examination hall temporarily shall be permitted to do so for a maximum period of 5 minutes.

18.   A candidate found talking during the examination hours shall be warned not to do so. If the candidate continues talking in spite of the warning by the invigilators, the answer book of such examinee shall be withdrawn and a second answer book supplied. Only the second answer book shall be sent for valuation. The first answer book shall be cancelled and sent to the Controller of Examinations by the Superintendent.

19.   The Superintendent of an examination centre shall take action against an examinee who is found using or attempting to use unfair means in the examination hall or within the premises of the examination centre during the hours of examination, in the following manner:

19.1   The examinee shall be called upon to surrender all the objectionable materials found in his or her possession including the answer book and a memorandum shall be prepared with date and time.

19.2   The statement of the examinee and the invigilator shall he recorded.

19.3 The examinee shall be issued a fresh answer bookmarked "Duplicate Using Unfair means" to attempt answer within the remaining time prescribed for the examination.

19.4 All the materials collected and the entire evidence along with a statement of the examinee and the answer book duly initiated shall be forwarded to the Registrar by name, in a separate confidential sealed registered packet marked "Unfair Means" along with the observations of the Superintendent.

19.5 The material so collected from the examinee together with both the answer books, viz, the answer books, collected while using unfair means and the other supplied afterward will be sent to the examiner by the Registrar for assessing both the answer books separately and to report if the examinee has actually used unfair means in View of the material collected.

19.6 The cases of the use of unfair means at the examination as reported by the Centre Superintendent along with the report of the Examiner shall be examined by a Committee to be appointed by the Vice Chancellor every year.

20. Where a candidate applies for revaluation, the answer book in which revaluation is sought will be sent for valuation by the Controller of Examinations to Two Examiners (other than the One who initially valued it).

20.1 The average of the nearest two of the three valuations (one initial and two revaluations) shall be taken as corrected marks.

20.2 If the revaluation marks deviate 20% or more from the initial valuation, a fourth examiner shall be appointed by the Vice Chancellor. In such cases the marks awarded by the fourth examiner shall be final.

21. All the records of examinations and results will be maintained by the university for a maximum period of three years from the date of declaration of results of the concerned examination.

22. **General :**

22.1 The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for their students.

22.2   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

22.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

22.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 07

AWARD OF FELLOWSHIPS AND SCHOLARSHIPS

1.   For award of fellowships and scholarships, the University shall invite applications through an advertisement in the Newspapers for the awards to be made, in the month and time to be fixed by the Board of Management.

    1.1   All awards of Fellowships, Research Scholarships and other Scholarships shall be made on the recommendation of the Academic Council by the Board of Management.

2.   The value and duration of Research Scholarships instituted by the University will have the following conditions-

    2.1   The Fellow/Scholar will do whole time Research Work under an approved guide on a subject approved by the University.

2.2 The Fellow/Scholar shall not accept or hold any appointment paid or otherwise or receive any emolument, salary stipend etc. from any other source during the tenure of the award nor shall he engage himself in any profession or trade during that period. He may, however, undertake teaching assignment of not more than nine hours a week in the institution, where he is working without accepting any remuneration.

2.3 The Fellow/Scholar shall not join any other course of study or appear in any examination after commencing work under the Fellowship/Scholarship.

2.4 Provided that the Vice Chancellor may, on the recommendation of the guide, permit the Fellow/Scholar to join a Language Diploma Course and appear in an examination there for.

2.5 Provided further that exemption could be provided for those also who wish to appear in an examination or a subject relevant to the problems of research without supplicating for· a degree.

2.6 Unless permitted by the guide to work for a specified period at some other place, the Fellow/Scholar shall be required to attend the institution, where he is to work, on all working days.

2.7 If any information submitted by the Fellow/Scholar in his application is found to be incorrect, incomplete or misleading, the award may be terminated by the Board of Management after giving him an opportunity of being heard.

2.8 If at any time it should appear to the University that the progress or conduct of the Fellow/Scholar has not been satisfactory, the Fellowship/Scholarship may be suspended or withdrawn.

2.9 The leave conditions for the Fellow / Scholar will be decided by the Board of Management.

2.10 The Fellow/Scholar shall be required to pay the fees prescribed by the University.

3. Post-Graduate Scholarship instituted by the University shall ordinarily be tenable for Two Academic Sessions i.e. Twelve Months in the First Year and Ten Months in the Second Year on condition that the Scholarship holder produces a certificate of efficiency in studies from the Head of the School in the subject of study.

4.   If two or more candidates are eligible for the award of Scholarship, the scholarship shall be divided equally between the candidates concerned.

5.   The Scholarship shall be tenable from the first of July if the Scholarship holder joins the institution within One Month of date of opening of the session after the summer vacation and pays the tuition fee from the commencement of the session. In any other case, it shall be tenable from the date on which the candidate joins the institution.

6.   The payment of Scholarship shall be made only on receipt of scholar's receipted bills duly countersigned by the Head of the Institution / School where he studies. No scholarship shall be drawn for a month unless the scholarship holder has attended the institution regularly in that month.

7.   The with drawl of Scholarship shall be done in accordance with the procedure, that may be laid down by the University.

8.   A Scholarship holder shall not combine any other course of study with the course for which the award is made.

9.   A Scholarship shall be cancelled in the Final Year if the Scholarship holder fails to secure at least 50% marks in the Previous Examination of the concerned Master's Degree of Arts, Science. Life Science, Social Science and Commerce and 60% in other Faculties.

10. If a Scholarship holder is unable to appear at the Previous examination on account of sickness or any other reasonable cause, the scholarship for the Months of March and April shall be paid only if the Head of the Institution certifies that the scholar diligently studied for the examination, but was unable to take the examination for reasons beyond control. Such a scholar shall not receive scholarship during the next session, but shall be entitled to the scholarship during the studies for the Final Examination, if the scholar passes the Previous Examination with the requisite marks in the succeeding year in the first attempt.

11. A Scholarship-holder shall at all times be of good behaviour and observe all rules of discipline.

12. A Scholarship shall be liable to termination if:

12.1   The Scholarship holder discontinues studies during the middle of a session;   or

12.2   The scholarship holder, after he has been given a reasonable opportunity to explain his conduct, is in the opinion of the Board of Management guilty of a breach of this Ordinance; and if the Board of Management so directs, the Scholarship-holder shall also be liable to refund the amount of Scholarship drawn by him.

12.3   The order of termination passed by the Board of Management shall be final.

13.   **General :**

13.1   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for their students.

13.2   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

13.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

13.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 08

DIPLOMA AND CERTIFICATE PROGRAMS IN VARIOUS VOCATIONAL TRADES AND SKILLS

1.   Preamble

With a rapidly changing job landscape and accelerated pace of tech innovation and automation, there's an equally urgent requirement of upskilling and reskilling of employees and working professionals, as there's a need to adequately skill the fresh entrants to workforce. According to the World Economic Forum's research, it has been predicted that significant number of jobs may experience a tectonic shift in terms of increasing automation and high number of new roles will likely be created in the near future. The job market is changing along with the way Industry looks at skills and qualifications. Skill Courses imparted through Certificate or Diploma Qualifications also add great value to a candidate's employability or career progression in the above scenario.

For working professionals or fresh candidates, Certificate and Diploma courses may prove to be more affordable, may let them enter the job market quicker and may promote flexible learning options. Specialised Certificate courses can also cater to 21st century skills such as critical thinking, decision making, and attention to detail.

In addition, students pursuing Degree Programs will also have an option to top-up their degree courses with add on certificates. These courses will be offered in link with collaboration with the industry and aim to make them employable. Students will be able to pursue these certificate programs along with their regular degree programs, which have strongly been recommended by the NEP 2020.

Also, Certificate and Diploma Courses provide a way of working closely with Local Industries as well as other Industries, who may prefer a specific skill to be provided to the target audience by way of such courses.

1.1   NSQF Alignment of Certificate and Diploma Courses

The Courses offered under Certificate or Diploma Qualifications will be aligned with the National Skill Qualification Framework (NSQF) levels as per the job roles as specified by the relevant sector skill councils (SSC). The courses can be created in combination of various employable and certifiable skills based on National Occupational Standards (NOSs), or adopting one or more than one QPs as notified by various SSCs.

The National Credit Framework (NCrF) provides for creditisation of all vocational qualifications encompassing training & skill programs. This shall enable a learner having an NSQF-aligned & approved certificate or diploma to earn credits similar to any other educational program of similar duration & NCrF levels. This shall not only provide him/her with accumulation and utilization of credits for various purposes like multiple entry & exit, and progression into other streams including general education and lifelong learning but also give NSQF aligned Certificates/ Diplomas an equal footing in both the learning sphere & job market.

2.   Course & Faculty

2.1   This ordinance shall be applicable to the Diploma and Certificate   courses in various Vocational trades and skills. These programmes are offered by concerned Faculty recommended by the Board of Studies and approved by the Academic Council of the University.

2.1.1   More diploma and certificate programmes can be offered under this ordinance offered on the recommendations of the Board of Studies and approval of the Academic Council and the Board of Management.

2.2   The ordinance shall be applicable to all the University School of Studies / Institutes / Schools of this University.

2.3   The ordinance shall be applicable to all the Schools of this University for Regular, and On Line programes. Mode of delivery can be Regular, On-Line programmes, including industry linked or industry embedded programmes.

2.4 The type of Courses may also adopt the growing trend of offering Micro-credentials or Nano-credentials, as per the prescribed Guidelines. The proliferation of micro-credentials is a major new development in many countries. They are most simply defined as a small volume of certified competencies acquired through life experience, work, or study. Micro-credentials can be awarded to learners after they have taken a short course or through recognition of prior learning. Micro-credentials are an example of flexible learning pathways, advocated in the Education 2030 Agenda of the United Nations. The 2030 Agenda defines flexible learning pathways as 'entry points and re-entry points at all ages and all educational levels, strengthening links between formal and non-formal structures, and recognition, validation and accreditation of the knowledge, skills and competencies acquired through non-formal and informal education'. Micro-credentials also help to respond to rapidly changing skill needs in the labour market.

3. Duration

3.1 The duration of these courses of study shall extend over four weeks to fifty two weeks (One Months to Twelve Months duration). A table of identified courses with their name, eligibility and duration is enclosed. The Duration may also be prescribed in terms of Number of Hours, in addition to number of Weeks.

3.2 A candidate has to complete the entire course within a maximum period of two years from the session of first admission.

4. Intake & Fees

4.1 The intake for each of these courses shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.

4.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

5. Academic Year

5.1 Normally these programmes will be offered in two academic cycles every year, one from July to June and second from January to December.

5.2 These programmes can also be offered by the university as and when the infrastructure and faculty is available. These programmes can also be offered at special request and collaboration from government departments / industries / other organizations.

6. Eligibility

6.1 Candidates seeking admission to these courses must have the required qualification as decided by the Academic Council of the University for each Course. A representative list of courses which are formulated by various sectors council which are dynamic in nature with their name, eligibility and duration is enclosed. The list of courses are dynamic and new courses will be added as and when the various sector skill council add new courses.

7. Admission Procedure

Admission under these courses will be made as follows :

7.1 The University will issue admission notifications in News Papers, on the University's Website, Notice Board of the university and in other publicity media before the start of every cycle.

7.2 List of candidates provisionally selected for admission / short listed based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.

7.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet / School / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark

sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

7.4   If a candidate admitted provisionally under (7.3) above could not obtain them arks to fulfil the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.

7.5   The application form may be rejected due to any of the following reasons :

    7.5.1   The candidate does not fulfil the eligibility conditions

    7.5.2   The prescribed fees is not enclosed

    7.5.3   The application form is not signed by the candidate and his/her parent guardian, wherever required

    7.5.4   Supporting documents for admission are not enclosed

7.6   Enrolment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

7.7   Admission rules as framed by the University shall be applicable for all admissions from time to time.

8.   Course Structure

8.1   The diploma & certificate courses in various vocational trades and skills shall consist of:

    8.1.1   Such courses (papers) as prescribed by the University

    8.1.2   Such job internship, lab work, practical, in-plant training, On the job training, Apprenticeship projects etc. as may be prescribed by the University and

    8.1.3   Such scheme of examination as prescribed, by the University from time to time.

9.   Medium of Instructions and Examinations

9.1   The medium of instructions and examinations shall be either Hindi, English or any other Indian/Foreign language whenever required.

10.   Examination

10.1   No candidate shall be allowed to take the term-end Semester Examination unless one has:

     10.1.1 Attended at least 75% of lectures/practicals delivered.

     10.1.2 Paid all the fees due

     10.1.3 Obtained 'No Dues' certificate from the concerned Schools / College.

     10.1.4 Submitted the job internship certificate / Project Report, if notified by the syllabus/scheme of examination.

     10.1.5 Received in Plant/Practical training as prescribed by the University.

10.2   Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/ internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

10.3   For passing the examination; the candidate that be required to secure at least D Grade in University examination separately in the term-end Theory, practical and Internal Assessment in each of the prescribed paper and aggregate of D Grade in the subject, practical are also to be cleared separately with D Grade wherever applicable.

10.4   There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be B Grade.

10.5   Each Certificate program shall have one theory and One Practical Paper. The Diploma Course may have more than one theory /practical papers that are decided by the concerned Board of Studies for each course.

11.   Award of Marks/Grades

11.1   The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC or any other regulatory body.

12.   Condonation of Deficiency

12.1   Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).

13.   Examination Centres

13.1   University examination centers will be notified by the university. The Exam Controller in consultation with the Head of Schools and industry partners after approval of the Vice Chancellor shall create exam centres and also decide pattern and frequency of examination in a year for various category of Students

14.   General

14.1   In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not in consistent with the provisions of this ordinance.

14.2   In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.

14.3   In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal, Madhya Pradesh.

14.4   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for their students.

14.5   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

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14.7   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

LIST OF VOCATIONAL CERTIFICATE & DIPLOMA COURSES

Sr. No.	Sector name	Course Name
1.	AGRICULTURE	Landscaping and Floriculture
2.	AGRICULTURE	Mushroom Cultivation
3.	AGRICULTURE	Medicinal Plant
4.	AGRICULTURE	Vermiculturing & Vermicomposting
5.	AGRICULTURE	Jaggery Producer
6.	AGRICULTURE	Entrepreneurship Development in Agri Business
7.	AGRICULTURE	Soil Testing Technician
8.	AUTOMOTIVE REPAIR	Basic Automotive Servicing 2 wheeler 3

		wheeler
9.	AUTOMOTIVE REPAIR	Basic Automotive Servicing 4 wheeler
10.	AUTOMOTIVE REPAIR	Driver cum Mechanic
11.	AUTOMOTIVE REPAIR	Bicycle and Tricycle repair
12.	AUTOMOTIVE REPAIR	Repair & Overhauling of 2 wheelers & 3 wheeler
13.	AUTOMOTIVE REPAIR	Repair & Overhauling of Chasis systems (LMV & HMV)
14.	AUTOMOTIVE REPAIR	Repairing of Auto Electrical, Electronic and Air Conditioning System
15.	AUTOMOTIVE REPAIR	Repair & Overhauling of engine system
16.	AUTOMOTIVE REPAIR	Auto Body Repair Denting & Painting
17.	AUTOMOTIVE REPAIR	Basic Car Servicing
18.	AUTOMOTIVE REPAIR	Automotive Service & Repair advance level-1
19.	AUTOMOTIVE REPAIR	Automotive Service & Repair advance level-2
20.	AUTOMOTIVE REPAIR	Automotive Service & Repair advance level-3
21.	BANKING & ACCOUNTING	Accounting
22.	BANKING & ACCOUNTING	Banking Sales Representative
23.	BEAUTY CULTURE & HAIR DRESSING	Beauty Therapy and Hair Styling level-1
24.	BEAUTY CULTURE & HAIR DRESSING	Beauty Therapy and Hair Styling level-2
25.	BEAUTY CULTURE	Integrated Course in Hair, Skin

	& HAIR DRESSING	and Make-Up
26.	BEAUTY CULTURE & HAIR DRESSING	Nail Technology
27.	BEAUTY CULTURE & HAIR DRESSING	Bridal Make-up Artist
28.	BEAUTY CULTURE & HAIR DRESSING	Beauty Advisor
29.	BUSINESS & COMMERCE	Junior Marketing Associate
30.	BUSINESS & COMMERCE	Junior Human Resource Associate
31.	CONSTRUCTION EQUIPMENT	Maintenance Mechanic Mining & Road Equipment
32.	CHEMICAL	Process Attendant Chemical Plant
33.	COURIER & LOGISTICS	Office Assistant
34.	CONSTRUCTION	Assistant Bar Bender & Steel Fixer
35.	CONSTRUCTION	Assistant Plumber
36.	CONSTRUCTION	Assistant Works Supervisor
37.	CONSTRUCTION	Bar- Bender
38.	CONSTRUCTION	Junior Land Surveyor
39.	CONSTRUCTION	Mason
40.	CONSTRUCTION	Plumber
41.	CONSTRUCTION	Scaf folder
42.	CONSTRUCTION	Assistant Technician Dry Wall & False Ceiling
43.	CONSTRUCTION	Architecture & Civil 2D Drafting with AUTOCAD
44.	CONSTRUCTION	Glass Fitter
45.	ELECTRONICS	Repair & Maintenance of Domestic Electronic Appliances

46.	ELECTRONICS	Repair & Maintenance of Office Electronic Equipment
47.	ELECTRONICS	Repair & maintenance of Personal electronic devices
48.	ELECTRONICS	Operation & Maintenance of Physiotherapy Equipment
49.	ELECTRONICS	Operation & Maintenance of ECG & ICCU Instruments
50.	ELECTRONICS	Operation & Maintenance of X-Ray Machine & Dark room Assistance
51.	ELECTRONICS	Operation and Maintenance of clinical Equipment
52.	ELECTRICAL	Electrician Domestic
53.	ELECTRICAL	Electrician Transmission Line
54.	ELECTRICAL	Electrical Winder
55.	FABRICATION	Arc and Gas Welder
56.	FABRICATION	TIG Welder
57.	FABRICATION	CO2 Welder
58.	FABRICATION	Welder (Repair & Maintenance)
59.	FABRICATION	Pipe Welder (TIG & MMAW)
60.	FABRICATION	Sheet Metal Worker (Panels, Cabins & Ducts)
61.	FASHION DESIGN	Assistant Fashion Sales & Showroom Representative
62.	FASHION DESIGN	Apparel Ornamentalist Grade I
63.	FASHION DESIGN	Batik Printing Specialist
64.	FASHION DESIGN	Accessories Designing
65.	FASHION DESIGN	Advance fashion design
66.	FASHION DESIGN	fashion design technology
67.	FASHION DESIGN	Retail Sales Associates
68.	FASHION DESIGN	Software application in fashion design
69.	FASHION DESIGN	Home Furnishing

70.	FASHION DESIGN	Merchandising
71.	FASHION DESIGN	Export Documentation and procedure
72.	FOOD PROCESSING & PRESERVATION	Fruits & Vegetables Processing
73.	FOOD PROCESSING & PRESERVATION	Baker & Confectioner
74.	FOOD PROCESSING & PRESERVATION	Agro Based Products
75.	FOOD PROCESSING & PRESERVATION	Pulse Processing and Value Addition
76.	FOOD PROCESSING & PRESERVATION	Meat and Meat products
77.	FOOD PROCESSING & PRESERVATION	Technology of manufacturing Bakery products
78.	FOOD PROCESSING & PRESERVATION	Processing of sugar and Cocoa Confectionary products
79.	FOOD PROCESSING & PRESERVATION	Processing and Value Addition of Plantation Crops
80.	FOOD PROCESSING & PRESERVATION	Food Beverages Techniques
81.	FOOD PROCESSING & PRESERVATION	Packaging technology of fruits and vegetables
82.	FOOD PROCESSING & PRESERVATION	Food Packaging and Labelling
83.	FOOD PROCESSING & PRESERVATION	Food Safety and Microbial Analysis
84.	FOOD PROCESSING & PRESERVATION	Food Supply Chain Management

85.	FOOD PROCESSING & PRESERVATION	Skill Development in Sensory Assessment techniques
86.	FOOD PROCESSING & PRESERVATION	RTE,RTC and RTS Food products
87.	FOOD PROCESSING & PRESERVATION	Rice Miling
88.	FOOD PROCESSING & PRESERVATION	Manufacturing of Extruded products
89.	FOOD PROCESSING & PRESERVATION	Oilseeds processing and its By-products Utilisation
90.	FOOD PROCESSING & PRESERVATION	Microbial Analysis and Food Safety
91.	FOOD PROCESSING & PRESERVATION	Operation and Management of Cold Storage
92.	FOOD PROCESSING & PRESERVATION	Food Industry By- Products and Waste Utilisation
93.	FOOD PROCESSING & PRESERVATION	Wheat Milling
94.	FIRE AND SAFETY ENGINEERING	Assistant Fire Operator
95.	FIRE AND SAFETY ENGINEERING	Fire and Rescue Operator
96.	GARMENT MAKING	Hand Embroider
97.	GARMENT MAKING	Zig-Zag Machine Embroidery
98.	GARMENT MAKING	Garment Packer/ Ironer/ Fusing Technician
99.	GARMENT MAKING	Industrial Sewing Machine Technician
100.	GARMENT MAKING	Apparel Finisher and Checker
101.	GARMENT MAKING	Visual Merchandising
102.	GARMENT MAKING	Ornamentalist -Bead work for Garments
103.	GARMENT MAKING	Traditional Embroidery
104.	GARMENT MAKING	Zardosi Work
105.	GARMENT MAKING	Ornamentalist - Hand Work specialist-Applique

106.	GARMENT MAKING	Ornamentalist - Hand Work specialist- Patch Work
107.	GARMENT MAKING	Advance Apparel Manufacturing
108.	GARMENT MAKING	Apparel Manufacturing Technology - Woven
109.	GARMENT MAKING	Apparel quality assurance & compliance
110.	GARMENT MAKING	Apparel manufacturing technology-knits(foundation)
111.	GARMENT MAKING	Tailor (Basic Sewing Operator)
112.	GARMENT MAKING	Jacket, Jodhpuri & Sherwani making
113.	HOSPITALITY	Hospitality Assistant
114.	INFORMATION AND COMMUNICATION TECHNOLOGY	Accounts Assistant using Tally
115.	INFORMATION AND COMMUNICATION TECHNOLOGY	DTP and Print Publishing Assistant
116.	INFORMATION AND COMMUNICATION TECHNOLOGY	Computer Application
117.	INFORMATION AND COMMUNICATION TECHNOLOGY	Computer Hardware Assistant
118.	INFORMATION AND COMMUNICATION TECHNOLOGY	Computer Network Assistant
119.	INFORMATION AND COMMUNICATION TECHNOLOGY	BPO- Non Voice
120.	INFORMATION AND	BPO Voice

	COMMUNICATION TECHNOLOGY	
121.	INFORMATION AND COMMUNICATION TECHNOLOGY	Web Designing and Publishing Assistant
122.	INFORMATION AND COMMUNICATION TECHNOLOGY	Animation and Multimedia Assistant
123.	INFORMATION AND COMMUNICATION TECHNOLOGY	Media Developer Assistant
124.	INDUSTRIAL ELECTRICAL	Electrician Industrial
125.	INSURANCE	Insurance Sales Advisor
126.	PRODUCTION AND MANUFACTURING	Turning
127.	PRODUCTION AND MANUFACTURING	CNC Turning
128.	PRODUCTION AND MANUFACTURING	Milling
129.	PRODUCTION AND MANUFACTURING	CNC Milling
130.	MEDIA	Digital Camera Photography
131.	MEDIA	Videography
132.	MEDICAL AND NURSING	Bedside Assistant
133.	MEDICAL AND NURSING	Dresser
134.	MEDICAL AND NURSING	Pharmacy Assistant
135.	MEDICAL AND NURSING	Health Care Multipurpose Worker
136.	MEDICAL AND NURSING	Nursing Aides
137.	MEDICAL AND NURSING	Laboratory Assistant

138.	HANDMADE PAPER & PAPER PRODUCTS	Manufacturing of Envelopes
139.	PLASTIC PROCESSING	Injection Moulding Machine Operations (IMMO)
140.	PLASTIC PROCESSING	Blow & Roto Moulding Machine Operations (BRMO)
141.	PLASTIC PROCESSING	CNC lathe programming & operation for plastics industries (CNC-L)
142.	PLASTIC PROCESSING	CNC milling programming & operation for plastics industries (CNC-M)
143.	REFRIGERATION & AIR CONDITIONING	Repair and Maintenance of Central Air Conditioning Plant
144.	REFRIGERATION & AIR CONDITIONING	Refrigeration/ Air Conditioning/ ventilation Mechanic (electrical Control)
145.	REFRIGERATION & AIR CONDITIONING	Repair and Maintenance of Refrigerator
146.	REFRIGERATION & AIR CONDITIONING	Repair & maintenance of Coolers
147.	REFRIGERATION & AIR CONDITIONING	Repair and maintenance of Window and Split A.C
148.	RETAIL	Sales Person (Retail)
149.	RETAIL	Retail Operations
150.	RETAIL	Sales Person (Door to Door)
151.	RENEWABLE ENERGY	Solar electric System Installer & Service Provider
152.	RENEWABLE ENERGY	Solar Hot Water syatem installer (Domestic system upto 2000L)- including servicing
153.	RENEWABLE ENERGY	Manufacturing Assistant - Solar Hot Water system
154.	RENEWABLE	Assistant Solar PV Technician

		ENERGY	
155.	RENEWABLE ENERGY	Solar PV Technician
156.	SECURITY	Personal Security Guard
157.	SECURITY	Industrial Security Guard
158.	SECURITY	Security Guard
159.	SECURITY	Security Supervisor(General)
160.	TEXTILE - COTTON SPINNING	Draw Frame Tenter
161.	TEXTILE - COTTON SPINNING	Sliver Lap & ribbon Tenter
162.	TEXTILE - COTTON SPINNING	Ring Frame machine operator
163.	TEXTILE - COTTON SPINNING	Open end Machine Tenter
164.	TEXTILE - COTTON SPINNING	Card Tenter-High Speed/ Super high speed cards
165.	TEXTILE - COTTON SPINNING	Speed Frame Machine Operator
166.	SPA & WELLNESS	Spa Therapy Level-1
167.	SPA & WELLNESS	Spa Therapy Level-2
168.	SPA & WELLNESS	Ayurveda Spa Therapist
169.	SPA & WELLNESS	Spa Management
170.	SOFT SKILLS	Spoken English and Communication Skill
171.	TEXTILES - CHEMICAL PROCESSING	Effluent Water Treatment plant operator
172.	TEXTILES - CHEMICAL PROCESSING	Hot air dryer operator
173.	TEXTILES - WINDING	Winder - Automatic Winding machine
174.	TEXTILES - WINDING	Yarn Packer - Carton packing
175.	TEXTILES - WINDING	Fitter - Manual Winding

176.	TEXTILES - WINDING	Fitter - Automatic Winding
177.	WOOD WORK	Basic Wood Work
178.	WOOD WORK	Wooden Furniture
179.	TEXTILES - WEAVING PREPARATION	Warper- Sectional Warping
180.	TEXTILES - WEAVING PREPARATION	Warper- Beam Warping- Super High Speed
181.	TEXTILES - WEAVING PREPARATION	Front Attendant- Multi Cylinder Sizing
182.	TEXTILES - WEAVING	Weaver - 4 looms- Plain Power loom
183.	TEXTILES - WEAVING	Weaver - Auto loom
184.	TEXTILES - WEAVING	Weaver - Dobby loom
185.	TEXTILES - WEAVING	Weaver - Shuttleless Rapier Looms
186.	TEXTILES - WEAVING	Weaver - Shuttleless Gripper/ Projectile looms
187.	TEXTILES - WEAVING	Weaver - Shuttleless Air Jet looms
188.	TEXTILES - WEAVING	Weaver - Shuttleless water jet looms
189.	TEXTILES - WEAVING	Loom Fitter
190.	GLASSWARE	Design with Glass
191.	GLASSWARE	Glass Toy Making

Any other Certificate/Diploma or Skill programme as defined under NSQF and other relevant authorities designed by the SSC will be adopted. The above courses individually or in combination will be used for formation of new programmes or will be taken as skill course in other UG and PG programmes.

ORDINANCE NO. 09

Three Years (Six Semesters) /Four Year Honour's/Research) Under Graduate Degree Programs

Bachelor of Arts (B.A.)

(Logistic/Computer Application/Languages/ Maths/Psychology/Yoga/Social Work/Nutrition and Dietetics/Fine Arts/Performing Arts/Visual Arts/Tourism/Archology/others)

NCrF Level – 4.5, 5, 5.5 and 6

(As per the "Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions" issued by UGC, New Delhi under National Education Policy 2020)

1. The provisions of this Ordinance shall apply to the three-year/six-semester Bachelor's degree or four-year/eight-semester Bachelor's degree (Honours/Research) undergraduate programmes Bachelor of Arts (B.A.) - (Logistic/Computer Application/ Languages/Maths/Psychology/Yoga/Social Work/Nutrition and Dietetics/Fine Arts/ Performing Arts/Visual Arts/Tourism/Archology/others)

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Grade 12 School Leaving Certificate from Board of Secondary Education, Madhya Pradesh, Bhopal or an equivalent examination from any other board recognised by the State Government/University or earned appropriate credits as per NSQF will be eligible for admission to these undergraduate programmes.

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5.   Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6.   The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website .

7.   Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year/third year/fourth year* of a first-degree programme, if the student has successfully completed the first year/second year/third year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8.   To enable multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, and degree are organized in a series of levels in an ascending order from level 4.5 to level 6. Level 4.5 represents certificate and level 6 represents Bachelor Degree (Honours/Research) (Table 1). However the nomenclature of degrees will be as per clause 22 of Act of University Grants Commission. The four-year undergraduate programme shall comprise courses under following subjects/Categories:

   i)   Core Skills Course (Major) **(48 credits)**

   ii)   Core Elective Skills Course (Minor) **(32 credits)**

   iii)   Generic Elective **(16 credits)**

   iv)   Core Discipline Skill Elective **(16 credits) (for Honours/Research)**

   v)   Skill Enhancement Courses/Vocational Courses **(12 credits)**

   vi)   Ability Enhancement Courses **(08 credits)**

   vii)   Field projects/internship/apprenticeship/community engagement and service/ research project **(28 credits)**.

The *entry and exit* options for students, who enter the undergraduate programme, are as follows:

1st Year

Entry 1: The entry requirement for Level 4.5 is successful completion of Class 12 or level 4 from M.P. Board of Secondary Education, Bhopal or an equivalent examination from any other board recognised by the State Government/University. A programme of study leading to entry into the first year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 1: If a student passes all the courses of Level 4.5 and earns requisite number of credits, the student will become entitled for *Undergraduate certificate in the faculty of her/his Major Subject*. If she/he wants to exit, can exit the programme with *Undergraduate certificate* in hand.

2nd Year

Entry 2. The entry requirement for *Level 5 is successful completion of Level 4.5.* A programme of study leading to the second year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 2: If a student passes all the courses of Level 5 and earns requisite number of credits, the student becomes entitled for *Undergraduate* Diploma *in the faculty of her/his Major Subject.*If she/he wants to exit, can exit the programme with *Undergraduate Diploma* in hand. A diploma requires 80 credits with 40 credits in each of the two levels.

3rd Year

Entry 3. The entry requirement for *Level 5.5 is successful completion of 5.* A programme of study leading to the Bachelor's degree is open to those who have met the admission requirements.

*Exit 3:*If the student passes all the courses of Level 5.5 i.e. first to six semesters and earns requisite number of credits, the student becomes entitled for the *Undergraduate* Degree *in the faculty of her/his Major Subject.* A Bachelor's degree requires 120 credits from level 5 to 7, with 40 credits at level 4.5, 40 credits at level 5, and 40 credits at level 5.5.

4th Year

Entry 4. An individual seeking admission to a *Bachelor's degree (Honours/Research) (Level 6)* in a specified field of learning would have completed all requirements of the relevant *three-year bachelor degree (Level 5.5)*. After completing the requirements of a three-year Bachelor's degree, candidates who meet a minimum CGPA of 7.5 shall be allowed to continue studies in the fourth year of the undergraduate programme to pursue and complete the Bachelor's (Honours/ Research) degree.

*Exit 4:*If the student passes all the courses of level 4.5 to 5.5 and earns the requisite credits, the student becomes entitled for *Undergraduate Degree (Honours/Research) in the faculty of her/his the Major Subject*. A Bachelor's degree (Honours/Research) requires a total of 160 credits from level 5 to 8, with 40 credits at level 4.5, 40 credits at level 5, 40 credits at level 5.5, and 40 credits at level 6.

Table 1. Qualification Type and Credit Requirements

Levels	Qualification title	Credit requirements
Level 4.5	Undergraduate Certificate in the faculty of the Major Subject for those who exit after the first year (two semesters) of the undergraduate programme. (Programme duration: first year or two semesters of the undergraduate programme)	40
Level 5	Undergraduate Diploma in the faculty of the Major Subject for those who exit after two years (four semesters) of the undergraduate programme (Programme duration: First two years or four semesters of the undergraduate programme)	80
Level 5.5	Bachelor' Degree in the faculty of the Major Subject (Programme duration: Three years or six semesters)	120
Level 6	Bachelor' Degree in the faculty of Major Subject (Honours/Research) (Programme duration: Four years or eight semesters).	160

70

The credits will be awarded by the university. The credit can be calculated as follows:

- One hour of theory or one hour of tutorial or two hours of laboratory work, per week for a duration of 15 weeks resulting in the award of **one credit**;

- Credits' for internship shall be **one credit per week** of internship, subject to a **maximum of six credits in a semester.**

9. The minimum duration of the *undergraduate degree programme* shall be of three academic years/six semesters whereas that of *undergraduate degree leading to Honours/Research* shall be of four academic years/eight semesters.

- A student who leaves the course anytime in the middle of the programme will retain the credits earned so far which will be restored/transferred as and when she/he enters the programme again.

The maximum duration for completion of *Undergraduate Degree* and *Undergraduate Degree (Honours/Research)* programme for regular students shall be of 6 and 8 years, respectively; there shall be no such bar for non-collegiate (private) students.

10. **TYPES OF COURSES**

Each of the subject/categories (i) to (vi) as specified in clause 8 shall comprise of courses. Courses are the basic units of education and/or training. Types of courses shall be as follows:

10.1. **Core Skill Course (Major)** : Such courses which shall compulsorily be studied by the student as a core requirement of the programme.

10.2. **Core Elective Skill Course (Minor)** : Generally a course, which can be chosen by the student from a pool of courses, which is specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure of some other discipline / subject / domain to nurture the candidate's proficiency or skill is called an Elective Course.

10.2.1 **Core Discipline Specific Elective Skill (DSES) Course:**

Elective courses offered from the main discipline/subject of study are referred to as Discipline Specific Elective. The University may also offer

discipline related Elective courses of interdisciplinary nature (to be offered by main discipline / subject of study).

10.2.2 Skill Dissertation/Project:

An elective course designed to acquire special / advanced knowledge, such as supplement study / support study to a project work, and a student studies such a course on his own with an advisory support by a teacher / faculty member is called dissertation / project. It is considered as a special course involving application of knowledge in solving / analysing / exploring a real life situation/ difficult problem for bachelor degree with honours/research. A Project/ Dissertation work would be of credits, as decided by the competent body. The student will do this work under the guidance of a faculty member.

10.2.3 Generic Elective (GE) Course:

An elective course chosen generally from an unrelated discipline / subject, with an intention to seek exposure of other field is called a Generic Elective course.

P.S.: A core course offered in a discipline / subject may be treated as an elective by other discipline / subject and vice-versa and such electives may also be referred to as Generic Elective Course.

10.3. Ability Enhancement Courses (AEC):

The Ability Enhancement Courses (AEC) are of two types:

- Ability Enhancement Compulsory Courses (AECC)

- Skill Enhancement Courses (SEC) or Vocational Courses.

  "AECC" courses are the courses based upon the content that leads to Knowledge enhancement, such as;

- Environmental Education

- English/Hindi Communication are mandatory for all disciplines.

SEC courses are value-based / skill-based and may also be designed to focus on enhancement of skills pertaining to the Major Subject. They are aimed to provide hands-on-training, competencies, skills, etc.

10.4.   The syllabus for a specific programme and mode of delivery will be decided by the concerned Board of Studies of the University.

11.   STRUCTURE FOR UNDERGRADUATE PROGRAMME: SEMESTER SYSTEM

11.1.   First Year (Level 4.5):

A student shall be declared to have successfully completed the Level 4.5, if he/she acquires credits as per clause 12.

11.2.   Second Year (Level 5):

A student shall be declared to have successfully completed the Level 5, if he/she acquires credits as per clause 12.

The student shall be given the single chance at the entry of level 5 to interchange the major and minor subjects, however, in such cases, it will be responsibility of the students to earn additional credits to fulfil the minimum requirement of credits prescribed for the major course; and only after fulfilment of such credits he/she will be entitled to earn an Undergraduate Diploma or an Undergraduate Degree.

11.3.   Third Year (Level 5.5):

A student shall be declared to have successfully completed the Level 5.5, if he/she acquires credits as per clause 12.

11.4.   Fourth Year (Level 6):

(a)   Bachelor with Honours:

A student shall be declared to have successfully completed the Level 6 for Bachelor with Honours degree, if he/she acquires credits as per clause 12.

(b)   **Bachelor with Research:**

A student shall be declared to have successfully completed the Level 6 for Bachelor with Research degree, if he/she acquires credits as per clause 12.

The nomenclature of degrees shall strictly conform to the relevant provisions of the act / regulations / guidelines of the UGC. The mode of delivery and syllabus will be decided by the board of studies.

11.5.   Credit Distribution for Semester:

The credit distribution for first to eight semesters related to Levels 4.5 to 6 shall be as per clause 12.

11.6.   Additional Courses:

In the categories of Core Elective (minor) subject, generic elective and skill enhancement courses/vocational courses, a student may earn up to additional 6 credits per year in the entire tenure of 3-year undergraduate degree programme after paying due fees for registration and examination.

12. Structure for Undergraduate Programme: UGC CBCS System for Universities / Autonomous Colleges

Level	Semester	Main Faculty (as per prerequisite)		Any Faculty	Skill Enhancement Course (SEC)	Ability Enhancement Course (AEC)	DSSE	Field projects/internship/apprenticeship/community engagement and service	Credits	Qualification title (Credit requirement)
		Subject I — Core Skill (Major)	Subject II — Skill Elective (Minor)	Subject III — Generic Elective Course	Vocational Course			# Inter/Intra Faculty		
Level5	1	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	(40) Undergraduate Certificate in Main Faculty
	2	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	
Level6	3	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	(80) Undergraduate Diploma in Main Faculty
	4	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	
Level7	5	1 (6 Credits)	1 (6 Credits)		1 (4 Credits)		CDSE-1 (4credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	(120) Bachelor Degree in Main Faculty
	6	1 (6 Credits)					CDSE-2 (4credits) DSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	
Level8	7	1 (6 Credits)	Research Methodology (4 Credits)				CDSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	(160) Bachelor Degree (Honours) in Main faculty / *Bachelor Degree (Research) in Main faculty*
	8	1 (6 Credits)	1 (4 Credits)					1 (10Credits) Research Project	6+4 +10 =20	
Total		48 Credits	32 Credits	16 Credits	12 Credits	08 Credits	16 credits	28 Credits	160 Credits	

13.   Choice to Select the MOOC Courses:

a.   The SOS can allow up to 40% of the total credits being offered in a particular programme in a semester through the online learning courses provided under University MOOC/ SWAYAM platform/ on the job training or any other MOOC platform recognised by the central government or the state government for credit transfer.

b.   The students will have the choice to opt elective-generic/Skill Enhancement/Ability Enhancement courses from the courses available. An alternate choice will also be available to the students to opt courses from Massive Open Online Courses (MOOCs) available at University MOOC, SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds) platform.

c.   The students can also opt a course under DSE of Major subject from Massive Open Online Courses (MOOCs) available at University MOOC/ SWAYAM platform.

d.   The University will take a decision for allowing the online courses of University MOOC/ SWAYAM if:

(i)   The courses offered on University MOOC / SWAYAM would supplement the teaching-learning process in the institution.

(ii)   Every student opting a course available on University MOOC / SWAYAM platform would be required to register for the course at University MOOC /SWAYAM.

(iii)   While allowing the online learning courses offered by University MOOC /SWAYAM, it shall be ensured that the physical facilities like laboratories, computer facilities and library etc. essential for pursuing the courses shall be made available.

f.   The requirement of project/dissertation, as notified by the University need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the National and State Laboratories /Institutes/Universities/ Companies /Industries with the approval of the University.

14. Requirement of attendance will be as per University Ordinance governing the examinations. In general attendance of at least seventy-five percent of theory lectures, practicals, On the Job training, Apprenticeship, blended learning etc separately will be required in each course to sit in the semester end examination.

For special reasons such as prolonged illness or any other specified reason, deficiency in percentage of attendance may be condoned by the Vice Chancellor.

15. **Examination & Evaluation:**

15.1 Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

15.2 The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written test/Quiz/Seminar/Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, on the job training, apprenticeship appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the University. In case of internal assessment, the University shall distribute and design their assessment in a semester.

15.3 Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 16.4.

15.4 The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79

B+	7	Good	60-69
B	6	Above Average	50-59
C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

15.5   In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

15.6   If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

15.7   The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

15.8 On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

15.9 In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

15.10 The provision for review of answer book in semester system will be available as per the existing rules of the University.

15.11 The theoretical and practical courses can be repeated whenever offered or conducted by the University but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

Table - Structure of Credit Course (Semester - stem)

	Course (Credit)	Course Type	Credits Allocated			Distribution of Theory Marks		Distribution of Practical Marks		Tutorial Marks
			Theory	Practical	Tutorial	Internals (Through CCE)	External (End Semester Exam)	Internal	External (End Semester Practical Exam)	
1	Core/GE/DSE (6)	Type-1	6	NA	NA	40	60	NA	NA	NA
2	Core/DSE/GE (6)	Type-2	4	2	NA	40	60	40	60	NA
3	Core/DSE/GE (6)	Type-3	2	4	NA	40	60	50 (Through CCE)	50	NA
4	Core/DSE/GE (6)	Type-4	5	NA	1	40	60	NA	NA	100
5	DSE/SEC (Vocational Courses) (4)	Type-1	4	0	NA	40	60	NA	NA	NA
6	DSE/SEC (Vocational Courses) (4)	Type-2	3	1 (P,T,W,etc)	NA	40	60	NA	100	NA
7	DSE/SEC (Vocational Courses) (4)	Type-3	1	3 (P,T,W,etc)	NA	40	60	50 (Through CCE)	50	NA
8	DSE/SEC (Vocational Courses)(4)	Type-4	3	NA	1	40	60	NA	NA	100
9	AECC (Foundation Course) (4)	Type-1	4	NA	NA	40	60	NA	NA	NA
10	Field-Projects / Internship / Apprenticeship / Community engagement & service/Research Project (6)	NA	(i) Field-Projects / Internship / Apprenticeship / Community engagement & service: 4 Credits (75 Marks) (ii) Evaluation of Report 2 Credit (25 Marks)							
11	Research Methodology(4)	Type-4	3	NA	1	40	60	NA	NA	100
12	Dissertation (10)	NA	Evaluation of Thesis: 6 Credits (50 Marks)+ Pre submission viva-voce: 2 Credit (25 Marks)+ External viva-voce: 2 Credit (25 Marks)							

16. **Evaluation and Certification of MOOCs and Vocational courses:**

The guidelines of the University/SWAYAM portal/UGC shall be followed for evaluation and certification of MOOCs, Vocational courses, Field Projects/Internship/ Apprenticeship/Community engagement & service/Research Project.

17. **Calculation of SGPA /CGPA:**

The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be calculated as weighted average of credit points secured by the student, except the credits of additional courses, if any. The, SGPA and CGPA shall be rounded off up to 2 decimal places and reported in the grade sheet.

18. On completing all requirements for award of the undergraduate certificate / diploma / degree, the CGPA will be calculated and this value will be indicated on the certificate / diploma / degree. The 3-years and 4-years undergraduate degrees should also indicate the Division obtained as follows:

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 8.00 or above
First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.50 above but less than 8.0
Second division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 5.00 or above but less than 6.50
Pass	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 4.00 or above but less than 5.00

The conversion of CGPA into percentage will be as follow to facilitate its application in other academic matters:

Equivalent Percentage = CGPA x10

The percentage will be rounded off upto second decimal point.

19. The student will be examined by the university as per the prevailing syllabus and scheme of examination.

20. The candidate shall be awarded a certificate/diploma/degree when he/she successfully earns the minimum requiste credits for the certificate/diploma/degree.

21. A Grade Card shall be issued to all the students after every semester based on the grades earned. The course details (code, title, number of credits, grade secured) along with SGPA of every semester and CGPA earned till that Academic Year will be displayed in the grade card.

22. **Credit Transfer:**

    22.1   The credit transfer shall be implemented as per the policy of the university framed in accordance with the guidelines issued by the UGC from time to time.

    22.2   The member institutions of the Academic Bank of Credit established vide University Grants Commission (Establishment and Operation of Academic Bank Of Credits in Higher Education) Regulations, 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.

    22.3   Except for the cases of provisional promotions, the universities established by M.P. University Act, 1973 shall facilitate credit transfer of students between them. However, the student may be required to fulfil some eligibility criteria, drawing parity for a course, framed by the university in which the admission is sought by the student.

23. If any question arises relating to the interpretation of the provisions of this ordinance, it shall be referred to the Academic Council of the University whose decision thereon shall be applicable.

24. The guidelines, related to this programme, issued by the statutory bodies e.g. UGC/AICTE/BCI/NCTE/PCI/RCI etc. issued from time to time will be adopted for implementation.

25. In matters not covered under this Ordinance, general rules of the University shall be applicable; otherwise the directions of the state government shall be applicable.

If UGC notifies any change in future in its Regulations in this regard, then the same will be incorporated in the existing Ordinance with the approval of the governing body of the University and shall be implemented with immediate effect.

26.   **General :**

26.1   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

26.2   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

26.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

26.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 10

Three Years (Six Semesters) /Four Year Honour's / Research) Under Graduate Degree Programs

Bachelor of Arts Journalism and Mass Communication (B.A.J.M.C.)
NCrF Level – 4.5, 5, 5.5 and 6

(As per the "Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions" issued by UGC, New Delhi under National Education Policy 2020)

1. The provisions of this Ordinance shall apply to the three-year/six-semester Bachelor's degree or four-year/eight-semester Bachelor's degree (Honours/Research) undergraduate programmes such asBachelor of Arts Journalism & Mass Communication (B.A.J.M.C)

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Grade 12 School Leaving Certificate from Board of Secondary Education, Madhya Pradesh, Bhopal or an equivalent examination from any other board recognised by the State Government/University or earned appropriate credits as per NSQF will be eligible for admission to these undergraduate programmes.

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5. Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6. The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website .

7. Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year/third year/fourth year* of a first-degree programme, if the student has successfully completed the first year/second year/third year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8. To enable multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, and degree are organized in a series of levels in an ascending order from level 4.5 to level 6. Level 4.5 represents certificate and level 6 represents Bachelor Degree (Honours/Research) (Table 1). However the nomenclature of degrees will be as per clause 22 of Act of University Grants Commission. The four-year undergraduate programme shall comprise courses under following subjects/Categories:

    i)   Core Skills Course (Major) **(48 credits)**

    ii) Core Elective Skills Course (Minor) **(32 credits)**

    iii) Generic Elective **(16 credits)**

    iv) Core Discipline Skill Elective **(16 credits) (for Honours/Research)**

    v)   Skill Enhancement Courses/Vocational Courses **(12 credits)**

    vi) Ability Enhancement Courses **(08 credits)**

    vii) Field projects/internship/apprenticeship/community engagement and service/ research project **(28 credits)**.

The *entry and exit* options for students, who enter the undergraduate programme, are as follows:

1st Year

Entry 1: The entry requirement for Level 4.5 is successful completion of Class 12 or level 4 from M.P. Board of Secondary Education, Bhopal or an equivalent examination from any other board recognised by the State Government/University. A programme of study leading to entry into the first year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 1: If a student passes all the courses of Level 4.5 and earns requisite number of credits, the student will become entitled for *Undergraduate certificate in the faculty of her/his Major Subject*. If she/he wants to exit, can exit the programme with *Undergraduate certificate* in hand.

2nd Year

Entry 2. The entry requirement for *Level 5 is successful completion of Level 4.5*. A programme of study leading to the second year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 2: If a student passes all the courses of Level 5 and earns requisite number of credits, the student becomes entitled for *Undergraduate Diploma in the faculty of her/his Major Subject*.If she/he wants to exit, can exit the programme with *Undergraduate Diploma* in hand. A diploma requires 80 credits with 40 credits in each of the two levels.

3rd Year

Entry 3. The entry requirement for *Level 5.5 is successful completion of 5.* A programme of study leading to the Bachelor's degree is open to those who have met the admission requirements.

*Exit 3:*If the student passes all the courses of Level 5.5 i.e. first to six semesters and earns requisite number of credits, the student becomes entitled for the *Undergraduate Degree in the faculty of her/his Major Subject.* A Bachelor's degree requires 120 credits from level 5 to 7, with 40 credits at level 4.5, 40 credits at level 5, and 40 credits at level 5.5.

4th Year

Entry 4. An individual seeking admission to a **Bachelor's degree (Honours/Research) (Level 6)** in a specified field of learning would have completed all requirements of the relevant **three-year bachelor degree (Level 5.5)**. After completing the requirements of a three-year Bachelor's degree, candidates who meet a minimum CGPA of 7.5 shall be allowed to continue studies in the fourth year of the undergraduate programme to pursue and complete the Bachelor's (Honours/ Research) degree.

Exit 4: If the student passes all the courses of level 4.5 to 5.5 and earns the requisite credits, the student becomes entitled for **Undergraduate Degree (Honours/Research) in the faculty of her/his the Major Subject**. A Bachelor's degree (Honours/Research) requires a total of 160 credits from level 5 to 8, with 40 credits at level 4.5, 40 credits at level 5, 40 credits at level 5.5, and 40 credits at level 6.

Table 1. Qualification Type and Credit Requirements

Levels	Qualification title	Credit requirements
Level 4.5	Undergraduate Certificate in the faculty of the Major Subject for those who exit after the first year (two semesters) of the undergraduate programme. (Programme duration: first year or two semesters of the undergraduate programme)	40
Level 5	Undergraduate Diploma in the faculty of the Major Subject for those who exit after two years (four semesters) of the undergraduate programme (Programme duration: First two years or four semesters of the undergraduate programme)	80
Level 5.5	Bachelor' Degree in the faculty of the Major Subject (Programme duration: Three years or six semesters)	120
Level 6	Bachelor' Degree in the faculty of Major Subject	160
	(Honours/Research) (Programme duration: Four years or eight semesters).	

The credits will be awarded by the university. The credit can be calculated as follows:

- One hour of theory or one hour of tutorial or two hours of laboratory work, per week for a duration of 15 weeks resulting in the award of **one credit**;

- Credits' for internship shall be *one credit per week* of internship, subject to a *maximum of six credits in a semester*.

9. The minimum duration of the *undergraduate degree programme* shall be of three academic years/six semesters whereas that of *undergraduate degree leading to Honours/Research* shall be of four academic years/eight semesters.

- A student who leaves the course anytime in the middle of the programme will retain the credits earned so far which will be restored/transferred as and when she/he enters the programme again.

The maximum duration for completion of *Undergraduate Degree* and *Undergraduate Degree (Honours/Research)* programme for regular students shall be of 6 and 8 years, respectively; there shall be no such bar for non-collegiate (private) students.

10. **TYPES OF COURSES**

Each of the subject/categories (i) to (vi) as specified in clause 8 shall comprise of courses. Courses are the basic units of education and/or training. Types of courses shall be as follows:

10.1. **Core Skill Course (Major)** : Such courses which shall compulsorily be studied by the student as a core requirement of the programme.

10.2. **Core Elective Skill Course (Minor)** : Generally a course, which can be chosen by the student from a pool of courses, which is specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure of some other discipline / subject / domain to nurture the candidate's proficiency or skill is called an Elective Course.

10.2.1 **Core Discipline Specific Elective Skill (DSES) Course:**

Elective courses offered from the main discipline/subject of study are referred to as Discipline Specific Elective. The University may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline / subject of study).

10.2.2 Skill Dissertation/Project:

An elective course designed to acquire special / advanced knowledge, such as supplement study / support study to a project work, and a student studies such a course on his own with an advisory support by a teacher / faculty member is called dissertation / project. It is considered as a special course involving application of knowledge in solving / analysing / exploring a real life situation/ difficult problem for bachelor degree with honours/research. A Project/ Dissertation work would be of credits, as decided by the competent body. The student will do this work under the guidance of a faculty member.

10.2.3 Generic Elective (GE) Course:

An elective course chosen generally from an unrelated discipline / subject, with an intention to seek exposure of other field is called a Generic Elective course.

P.S.: A core course offered in a discipline / subject may be treated as an elective by other discipline / subject and vice-versa and such electives may also be referred to as Generic Elective Course.

10.3. Ability Enhancement Courses (AEC):

The Ability Enhancement Courses (AEC) are of two types:

- Ability Enhancement Compulsory Courses (AECC)
- Skill Enhancement Courses (SEC) or Vocational Courses.

"AECC" courses are the courses based upon the content that leads to Knowledge enhancement, such as;

- Environmental Education
- English/Hindi Communication are mandatory for all disciplines.

  SEC courses are value-based / skill-based and may also be designed to focus on enhancement of skills pertaining to the Major Subject. They are aimed to provide hands-on-training, competencies, skills, etc.

10.4. The syllabus for a specific programme and mode of delivery will be decided by the concerned Board of Studies of the University.

11. STRUCTURE FOR UNDERGRADUATE PROGRAMME: SEMESTER SYSTEM

11.1. First Year (Level 4.5):

A student shall be declared to have successfully completed the Level 4.5, if he/she acquires credits as per clause 12.

11.2. Second Year (Level 5):

A student shall be declared to have successfully completed the Level 5, if he/she acquires credits as per clause 12.

The student shall be given the single chance at the entry of level 5 to interchange the major and minor subjects, however, in such cases, it will be responsibility of the students to earn additional credits to fulfil the minimum requirement of credits prescribed for the major course; and only after fulfilment of such credits he/she will be entitled to earn an Undergraduate Diploma or an Undergraduate Degree.

11.3. Third Year (Level 5.5):

A student shall be declared to have successfully completed the Level 5.5, if he/she acquires credits as per clause 12.

11.4. Fourth Year (Level 6):

(a) **Bachelor with Honours:**

A student shall be declared to have successfully completed the Level 6 for Bachelor with Honours degree, if he/she acquires credits as per clause 12.

(b) **Bachelor with Research:**

A student shall be declared to have successfully completed the Level 6 for Bachelor with Research degree, if he/she acquires credits as per clause 12.

The nomenclature of degrees shall strictly conform to the relevant provisions of the act / regulations / guidelines of the UGC. The mode of delivery and syllabus will be decided by the board of studies.

11.5. Credit Distribution for Semester:

The credit distribution for first to eight semesters related to Levels 4.5 to 6 shall be as per clause 12.

11.6. Additional Courses:

In the categories of Core Elective (minor) subject, generic elective and skill enhancement courses/vocational courses, a student may earn up to additional 6 credits per year in the entire tenure of 3-year undergraduate degree programme after paying due fees for registration and examination.

12. Structure for Undergraduate Programme: UGC CBCS System for Universities / Autonomous Colleges

Level	Semester	Main Faculty (as per prerequisite) — Subject I (Core Skill Major)	Main Faculty — Subject II (Skill Elective Minor)	Any Faculty — Subject III (Generic Elective Course)	Skill Enhancement Course (SEC) (Vocational Course)	Ability Enhancement Course (AEC)	DSSE	Field projects/internship/apprenticeship/community engagement and service (# Inter/Intra Faculty)	Credits	Qualification title (Credit requirement)
Level5	1	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	(40) Undergraduate Certificate in Main Faculty
	2	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	
Level6	3	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	(80) Undergraduate Diploma in Main Faculty
	4	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	
Level7	5	1 (6 Credits)			1 (4 Credits)		CDSE-1 (4credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	(120) Bachelor Degree In Main Faculty
	6	1 (6 Credits)					CDSE-2 (4credits) DSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	
Level8	7	1 (6 Credits)	Research Methodology (4 Credits)				CDSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	(160) Bachelor Degree (Honours) in Main faculty / *Bachelor Degree (Research) in Main faculty*
	8	1 (6 Credits)	1 (4 Credits)					1 (10Credits) *Research Project*	6+4 +10 =20	
Total		48 Credits	32 Credits	16 Credits	12 Credits	08 Credits	16 credits	28 Credits	160 Credits	

13. **Choice to Select the MOOC Courses:**

a. The SOS can allow up to 40% of the total credits being offered in a particular programme in a semester through the online learning courses provided under University MOOC/ SWAYAM platform/ on the job training or any other MOOC platform recognised by the central government or the state government for credit transfer.

b. The students will have the choice to opt elective-generic/Skill Enhancement/Ability Enhancement courses from the courses available. An alternate choice will also be available to the students to opt courses from Massive Open Online Courses (MOOCs) available at University MOOC, SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds) platform.

c. The students can also opt a course under DSE of Major subject from Massive Open Online Courses (MOOCs) available at University MOOC/ SWAYAM platform.

d. The University will take a decision for allowing the online courses of University MOOC/ SWAYAM if:

    (i) The courses offered on University MOOC / SWAYAM would supplement the teaching-learning process in the institution.

    (ii) Every student opting a course available on University MOOC / SWAYAM platform would be required to register for the course at University MOOC /SWAYAM.

    (iii) While allowing the online learning courses offered by University MOOC /SWAYAM, it shall be ensured that the physical facilities like laboratories, computer facilities and library etc. essential for pursuing the courses shall be made available.

f. The requirement of project/dissertation, as notified by the University need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the National and State Laboratories /Institutes/Universities/ Companies /Industries with the approval of the University.

14. Requirement of attendance will be as per University Ordinance governing the examinations. In general attendance of at least seventy-five percent of theory lectures, practicals, On the Job training, Apprenticeship, blended learning etc separately will be required in each course to sit in the semester end examination.

For special reasons such as prolonged illness or any other specified reason, deficiency in percentage of attendance may be condoned by the Vice Chancellor.

15. **Examination & Evaluation:**

15.1 Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

15.2 The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written test/Quiz/Seminar/Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, on the job training, apprenticeship appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the University. In case of internal assessment, the University shall distribute and design their assessment in a semester.

15.3 Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 16.4.

15.4 The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79

B+	7	Good	60-69
B	6	Above Average	50-59
C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

15.5   In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

15.6   If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

15.7   The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

15.8   On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

15.9   In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

15.10   The provision for review of answer book in semester system will be available as per the existing rules of the University.

15.11   The theoretical and practical courses can be repeated whenever offered or conducted by the University but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

Table 3: Structure of Credit Course (Semester System)

#	Course (Credit)	Course Type	Credits Allocated			Distribution of Theory Marks		Distribution of Practical Marks		Tutorial Marks
			Theory	Practical	Tutorial	Internals (Through CCE)	External (End Semester Exam)	Internal	External (End Semester Practical Exam)	
1	Core/GE/DSE (6)	Type-1	6	NA	NA	40	60	NA	NA	NA
2	Core/DSE/GE (6)	Type-2	4	2	NA	40	60	40	60	NA
3	Core/DSE/GE (6)	Type-3	2	4	NA	40	60	50 (Through CCE)	50	NA
4	Core/DSE/GE (6)	Type-4	5	NA	1	40	60	NA	NA	100
5	DSE/SEC (Vocational Courses) (4)	Type-1	4	0	NA	40	60	NA	NA	NA
6	DSE/SEC (Vocational Courses) (4)	Type-2	3	1 (P,T,W,etc)	NA	40	60	NA	100	NA
7	DSE/SEC (Vocational Courses) (4)	Type-3	1	3 (P,T,W,etc)	NA	40	60	50 (Through CCE)	50	NA
8	DSE/SEC (Vocational Courses)(4)	Type-4	3	NA	1	40	60	NA	NA	100
9	AECC (Foundation Course) (4)	Type-1	4	NA	NA	40	60	NA	NA	NA
10	Field-Projects / Internship / Apprenticeship / Community engagement & service/Research Project (6)	NA	(iii) Field-Projects / Internship / Apprenticeship / Community engagement & service: 4 Credits (75 Marks)							
			(iv) Evaluation of Report 2 Credit (25 Marks)							
11	Research Methodology(4)	Type-4	3	NA	1	40	60	NA	NA	100
12	Dissertation (10)	NA	Evaluation of Thesis: 6 Credits (50 Marks)+ Pre submission viva-voce: 2 Credit (25 Marks)+ External viva-voce: 2 Credit (25 Marks)							

16. **Evaluation and Certification of MOOCs and Vocational courses:**

   The guidelines of the University/SWAYAM portal/UGC shall be followed for evaluation and certification of MOOCs, Vocational courses, Field Projects/Internship/ Apprenticeship/Community engagement & service/Research Project.

17. **Calculation of SGPA /CGPA:**

   The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be calculated as weighted average of credit points secured by the student, except the credits of additional courses, if any. The, SGPA and CGPA shall be rounded off up to 2 decimal places and reported in the grade sheet.

18. On completing all requirements for award of the undergraduate certificate / diploma / degree, the CGPA will be calculated and this value will be indicated on the certificate / diploma / degree. The 3-years and 4-years undergraduate degrees should also indicate the Division obtained as follows:

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 8.00 or above
First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.50 above but less than 8.0
Second division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 5.00 or above but less than 6.50
Pass	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 4.00 or above but less than 5.00

The conversion of CGPA into percentage will be as follow to facilitate its application in other academic matters:

Equivalent Percentage = CGPA x10

The percentage will be rounded off upto second decimal point.

19. The student will be examined by the university as per the prevailing syllabus and scheme of examination.

20. The candidate shall be awarded a certificate/diploma/degree when he/she successfully earns the minimum requiste credits for the certificate/diploma/degree.

21. A Grade Card shall be issued to all the students after every semester based on the grades earned. The course details (code, title, number of credits, grade secured) along with SGPA of every semester and CGPA earned till that Academic Year will be displayed in the grade card.

22. **Credit Transfer:**

    22.1 The credit transfer shall be implemented as per the policy of the university framed in accordance with the guidelines issued by the UGC from time to time.

    22.2 The member institutions of the Academic Bank of Credit established vide University Grants Commission (Establishment and Operation of Academic Bank Of Credits in Higher Education) Regulations, 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.

    22.3 Except for the cases of provisional promotions, the universities established by M.P. University Act, 1973 shall facilitate credit transfer of students between them. However, the student may be required to fulfil some eligibility criteria, drawing parity for a course, framed by the university in which the admission is sought by the student.

23. If any question arises relating to the interpretation of the provisions of this ordinance, it shall be referred to the Academic Council of the University whose decision thereon shall be applicable.

24. The guidelines, related to this programme, issued by the statutory bodies e.g. UGC/AICTE/BCI/NCTE/PCI/RCI etc. issued from time to time will be adopted for implementation.

25. In matters not covered under this Ordinance, general rules of the University shall be applicable; otherwise the directions of the state government shall be applicable.

If UGC notifies any change in future in its Regulations in this regard, then the same will be incorporated in the existing Ordinance with the approval of the governing body of the University and shall be implemented with immediate effect.

26.   **General :**

    26.1   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

    26.2   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

    26.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

    26.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 11

Three Years (Six Semesters) /Four Year Honour's / Research) Under Graduate Degree Programs

Bachelor of Social Work (BSW)

NCrF Level – 4.5, 5, 5.5 and 6

(As per the "Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions" issued by UGC, New Delhi under National Education Policy 2020)

1. The provisions of this Ordinance shall apply to the three-year/six-semester Bachelor's degree or four-year/eight-semester Bachelor's degree (Honours/ Research) undergraduate programmes Bachelor of Social Work (BSW).

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Grade 12 School Leaving Certificate from Board of Secondary Education, Madhya Pradesh, Bhopal or an equivalent examination from any other board recognised by the State Government/University or earned appropriate credits as per NSQF will be eligible for admission to these undergraduate programmes.

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5. Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6. The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website .

7. Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year/third year/fourth year* of a first-degree programme, if the student has successfully completed the first year/second year/third year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8. To enable multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, and degree are organized in a series of levels in an ascending order from level 4.5 to level 6. Level 4.5 represents certificate and level 6 represents Bachelor Degree (Honours/Research) (Table 1). However the nomenclature of degrees will be as per clause 22 of Act of University Grants Commission. The four-year undergraduate programme shall comprise courses under following subjects/Categories:

    i)   Core Skills Course (Major) **(48 credits)**

    ii)   Core Elective Skills Course (Minor) **(32 credits)**

    iii) Generic Elective **(16 credits)**

    iv)   Core Discipline Skill Elective **(16 credits) (for Honours/Research)**

    v)   Skill Enhancement Courses/Vocational Courses **(12 credits)**

    vi)   Ability Enhancement Courses **(08 credits)**

    vii) Field projects/internship/apprenticeship/community engagement and service/ research project **(28 credits)**.

The *entry and exit* options for students, who enter the undergraduate programme, are as follows:

1st Year

Entry 1: The entry requirement for Level 4.5 is successful completion of Class 12 or level 4 from M.P. Board of Secondary Education, Bhopal or an equivalent examination from any other board recognised by the State Government/University. A programme of study leading to entry into the first year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 1: If a student passes all the courses of Level 4.5 and earns requisite number of credits, the student will become entitled for *Undergraduate certificate in the faculty of her/his Major Subject*. If she/he wants to exit, can exit the programme with *Undergraduate certificate* in hand.

2nd Year

Entry 2. The entry requirement for *Level 5 is successful completion of Level 4.5*. A programme of study leading to the second year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 2: If a student passes all the courses of Level 5 and earns requisite number of credits, the student becomes entitled for *Undergraduate Diploma in the faculty of her/his Major Subject.* If she/he wants to exit, can exit the programme with *Undergraduate Diploma* in hand. A diploma requires 80 credits with 40 credits in each of the two levels.

3rd Year

Entry 3. The entry requirement for *Level 5.5 is successful completion of 5.* A programme of study leading to the Bachelor's degree is open to those who have met the admission requirements.

Exit 3: If the student passes all the courses of Level 5.5 i.e. first to six semesters and earns requisite number of credits, the student becomes entitled for the *Undergraduate Degree in the faculty of her/his Major Subject.* A Bachelor's degree requires 120 credits from level 5 to 7, with 40 credits at level 4.5, 40 credits at level 5, and 40 credits at level 5.5.

4th Year

Entry 4. An individual seeking admission to a **Bachelor's degree (Honours/Research) (Level 6)** in a specified field of learning would have completed all requirements of the relevant **three-year bachelor degree (Level 5.5)**. After completing the requirements of a three-year Bachelor's degree, candidates who meet a minimum CGPA of 7.5 shall be allowed to continue studies in the fourth year of the undergraduate programme to pursue and complete the Bachelor's (Honours/ Research) degree.

Exit 4: If the student passes all the courses of level 4.5 to 5.5 and earns the requisite credits, the student becomes entitled for **Undergraduate Degree (Honours/Research) in the faculty of her/his the Major Subject**. A Bachelor's degree (Honours/Research) requires a total of 160 credits from level 5 to 8, with 40 credits at level 4.5, 40 credits at level 5, 40 credits at level 5.5, and 40 credits at level 6.

Table 1. Qualification Type and Credit Requirements

Levels	Qualification title	Credit requirements
Level 4.5	Undergraduate Certificate in the faculty of the Major Subject for those who exit after the first year (two semesters) of the undergraduate programme. (Programme duration: first year or two semesters of the undergraduate programme)	40
Level 5	Undergraduate Diploma in the faculty of the Major Subject for those who exit after two years (four semesters) of the undergraduate programme (Programme duration: First two years or four semesters of the undergraduate programme)	80
Level 5.5	Bachelor' Degree in the faculty of the Major Subject (Programme duration: Three years or six semesters)	120
Level 6	Bachelor' Degree in the faculty of Major Subject	160
	(Honours/Research) (Programme duration: Four years or eight semesters).	

The credits will be awarded by the university. The credit can be calculated as follows:

- One hour of theory or one hour of tutorial or two hours of laboratory work, per week for a duration of 15 weeks resulting in the award of **one credit**;

- Credits' for internship shall be *one credit per week* of internship, subject to a *maximum of six credits in a semester*.

9. The minimum duration of the *undergraduate degree programme* shall be of three academic years/six semesters whereas that of *undergraduate degree leading to Honours/Research* shall be of four academic years/eight semesters.

- A student who leaves the course anytime in the middle of the programme will retain the credits earned so far which will be restored/transferred as and when she/he enters the programme again.

The maximum duration for completion of *Undergraduate Degree* and *Undergraduate Degree (Honours/Research)* programme for regular students shall be of 6 and 8 years, respectively; there shall be no such bar for non-collegiate (private) students.

10. **TYPES OF COURSES**

Each of the subject/categories (i) to (vi) as specified in clause 8 shall comprise of courses. Courses are the basic units of education and/or training. Types of courses shall be as follows:

10.1. **Core Skill Course (Major) :** Such courses which shall compulsorily be studied by the student as a core requirement of the programme.

10.2. **Core Elective Skill Course (Minor) :** Generally a course, which can be chosen by the student from a pool of courses, which is specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure of some other discipline / subject / domain to nurture the candidate's proficiency or skill is called an Elective Course.

10.2.1 Core Discipline Specific Elective Skill (DSES) Course:
Elective courses offered from the main discipline/subject of study are referred to as Discipline Specific Elective. The University may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline / subject of study).

10.2.2 Skill Dissertation/Project:

An elective course designed to acquire special / advanced knowledge, such as supplement study / support study to a project work, and a student studies such a course on his own with an advisory support by a teacher / faculty member is called dissertation / project. It is considered as a special course involving application of knowledge in solving / analysing / exploring a real life situation/ difficult problem for bachelor degree with honours/research. A Project/ Dissertation work would be of credits, as decided by the competent body. The student will do this work under the guidance of a faculty member.

10.2.3 Generic Elective (GE) Course:

An elective course chosen generally from an unrelated discipline / subject, with an intention to seek exposure of other field is called a Generic Elective course.

P.S.: A core course offered in a discipline / subject may be treated as an elective by other discipline / subject and vice-versa and such electives may also be referred to as Generic Elective Course.

10.3.   Ability Enhancement Courses (AEC):

The Ability Enhancement Courses (AEC) are of two types:

• Ability Enhancement Compulsory Courses (AECC)

• Skill Enhancement Courses (SEC) or Vocational Courses.

"AECC" courses are the courses based upon the content that leads to Knowledge enhancement, such as;

• Environmental Education

  • English/Hindi Communication are mandatory for all disciplines.

  SEC courses are value-based / skill-based and may also be designed to focus on enhancement of skills pertaining to the Major Subject. They are aimed to provide hands-on-training, competencies, skills, etc.

**10.4.   **The syllabus for a specific programme and mode of delivery will be decided by the concerned Board of Studies of the University.

11. STRUCTURE FOR UNDERGRADUATE PROGRAMME: SEMESTER SYSTEM

11.1. First Year (Level 4.5):

A student shall be declared to have successfully completed the Level 4.5, if he/she acquires credits as per clause 12.

11.2. Second Year (Level 5):

A student shall be declared to have successfully completed the Level 5, if he/she acquires credits as per clause 12.

The student shall be given the single chance at the entry of level 5 to interchange the major and minor subjects, however, in such cases, it will be responsibility of the students to earn additional credits to fulfil the minimum requirement of credits prescribed for the major course; and only after fulfilment of such credits he/she will be entitled to earn an Undergraduate Diploma or an Undergraduate Degree.

11.3. Third Year (Level 5.5):

A student shall be declared to have successfully completed the Level 5.5, if he/she acquires credits as per clause 12.

11.4. Fourth Year (Level 6):

(a) **Bachelor with Honours:**

A student shall be declared to have successfully completed the Level 6 for Bachelor with Honours degree, if he/she acquires credits as per clause 12.

(b) **Bachelor with Research:**

A student shall be declared to have successfully completed the Level 6 for Bachelor with Research degree, if he/she acquires credits as per clause 12.

The nomenclature of degrees shall strictly conform to the relevant provisions of the act / regulations / guidelines of the UGC. The mode of delivery and syllabus will be decided by the board of studies.

11.5. Credit Distribution for Semester:

The credit distribution for first to eight semesters related to Levels 4.5 to 6 shall be as per clause 12.

11.6. Additional Courses:

In the categories of Core Elective (minor) subject, generic elective and skill enhancement courses/vocational courses, a student may earn up to additional 6 credits per year in the entire tenure of 3-year undergraduate degree programme after paying due fees for registration and examination.

12. Structure for Undergraduate Programme: UGC CBCS System for Universities / Autonomous Colleges

Level	Semester	Main Faculty (as per prerequisite)		Any Faculty	Skill Enhancement Course (SEC)	Ability Enhancement Course (AEC)	DSSE	Field projects/internship/apprenticeship/community engagement and service	Credits	Qualification title (Credit requirement)
		Subject I	Subject II	Subject III				# Inter/Intra Faculty		
		Core Skill (Major)	Skill Elective (Minor)	Generic Elective Course	Vocational Course					
Level5	1	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	(40) Undergraduate Certificate in Main Faculty
	2	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	
Level6	3	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	(80) Undergraduate Diploma in Main Faculty
	4	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	
Level7	5	1 (6 Credits)	1 (6 Credits)		1 (4 Credits)		CDSE-1 (4credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	(120) Bachelor Degree in Main Faculty
	6	1 (6 Credits)					CDSE-2 (4credits) DSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	
Level8	7	1 (6 Credits)	Research Methodology 1 (4 Credits)				CDSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	(160) Bachelor Degree (Honours) in Main faculty
	8	1 (6 Credits)	1 (4 Credits)					1 (10Credits) Research Project	6+4 +10=20	*Bachelor Degree (Research) in Main faculty*
	Total	48 Credits	32 Credits	16 Credits	12 Credits	08 Credits	16 credits	28 Credits	160 Credits	

13. **Choice to Select the MOOC Courses:**

a. The SOS can allow up to 40% of the total credits being offered in a particular programme in a semester through the online learning courses provided under University MOOC/ SWAYAM platform/ on the job training or any other MOOC platform recognised by the central government or the state government for credit transfer.

b. The students will have the choice to opt elective-generic/Skill Enhancement/Ability Enhancement courses from the courses available. An alternate choice will also be available to the students to opt courses from Massive Open Online Courses (MOOCs) available at University MOOC, SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds) platform.

c. The students can also opt a course under DSE of Major subject from Massive Open Online Courses (MOOCs) available at University MOOC/ SWAYAM platform.

d. The University will take a decision for allowing the online courses of University MOOC/ SWAYAM if:

(i) The courses offered on University MOOC / SWAYAM would supplement the teaching-learning process in the institution.

(ii) Every student opting a course available on University MOOC / SWAYAM platform would be required to register for the course at University MOOC /SWAYAM.

(iii) While allowing the online learning courses offered by University MOOC /SWAYAM, it shall be ensured that the physical facilities like laboratories, computer facilities and library etc. essential for pursuing the courses shall be made available.

f. The requirement of project/dissertation, as notified by the University need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the National and State Laboratories /Institutes/Universities/ Companies /Industries with the approval of the University.

14. Requirement of attendance will be as per University Ordinance governing the examinations. In general attendance of at least seventy-five percent of theory lectures, practicals, On the Job training, Apprenticeship, blended learning etc separately will be required in each course to sit in the semester end examination.

For special reasons such as prolonged illness or any other specified reason, deficiency in percentage of attendance may be condoned by the Vice Chancellor.

15. **Examination & Evaluation:**

15.1 Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

15.2 The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written test/Quiz/Seminar/Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, on the job training, apprenticeship appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the University. In case of internal assessment, the University shall distribute and design their assessment in a semester.

15.3 Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 16.4.

15.4 The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79

B+	7	Good	60-69
B	6	Above Average	50-59
C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

15.5   In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

15.6   If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

15.7   The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

15.8   On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

15.9   In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

15.10   The provision for review of answer book in semester system will be available as per the existing rules of the University.

15.11   The theoretical and practical courses can be repeated whenever offered or conducted by the University but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

Table 3: Structure of Credit Course (Semester System)

#	Course (Credit)	Course Type	Credits Allocated			Distribution of Theory Marks		Distribution of Practical Marks		Tutorial Marks
			Theory	Practical	Tutorial	Internals (Through CCE)	External (End Semester Exam)	Internal	External (End Semester Practical Exam)	
1	Core/GE/DSE (6)	Type-1	6	NA	NA	40	60	NA	NA	NA
2	Core/DSE/GE (6)	Type-2	4	2	NA	40	60	40	60	NA
3	Core/DSE/GE (6)	Type-3	2	4	NA	40	60	50 (Through CCE)	50	NA
4	Core/DSE/GE (6)	Type-4	5	NA	1	40	60	NA	NA	100
5	DSE/SEC (Vocational Courses) (4)	Type-1	4	0	NA	40	60	NA	NA	NA
6	DSE/SEC (Vocational Courses) (4)	Type-2	3	1 (P,T,W,etc)	NA	40	60	NA	100	NA
7	DSE/SEC (Vocational Courses) (4)	Type-3	1	3 (P,T,W,etc)	NA	40	60	50 (Through CCE)	50	NA
8	DSE/SEC (Vocational Courses)(4)	Type-4	3	NA	1	40	60	NA	NA	100
9	AECC (Foundation Course) (4)	Type-1	4	NA	NA	40	60	NA	NA	NA
10	Field-Projects / Internship / Apprenticeship / Community engagement & service/Research Project (6)	NA	(v) Field-Projects / Internship / Apprenticeship / Community engagement & service: 4 Credits (75 Marks) (vi) Evaluation of Report 2 Credit (25 Marks)							
11	Research Methodology(4)	Type-4	3	NA	1	40	60	NA	NA	100
12	Dissertation (10)	NA	Evaluation of Thesis: 6 Credits (50 Marks)+ Pre submission viva-voce: 2 Credit (25 Marks)+ External viva-voce: 2 Credit (25 Marks)							

16. **Evaluation and Certification of MOOCs and Vocational courses:**

The guidelines of the University/SWAYAM portal/UGC shall be followed for evaluation and certification of MOOCs, Vocational courses, Field Projects/Internship/ Apprenticeship/Community engagement & service/Research Project.

17. **Calculation of SGPA /CGPA:**

The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be calculated as weighted average of credit points secured by the student, except the credits of additional courses, if any. The, SGPA and CGPA shall be rounded off up to 2 decimal places and reported in the grade sheet.

18. On completing all requirements for award of the undergraduate certificate / diploma / degree, the CGPA will be calculated and this value will be indicated on the certificate / diploma / degree. The 3-years and 4-years undergraduate degrees should also indicate the Division obtained as follows:

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 8.00 or above
First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.50 above but less than 8.0
Second division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 5.00 or above but less than 6.50
Pass	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 4.00 or above but less than 5.00

The conversion of CGPA into percentage will be as follow to facilitate its application in other academic matters:

Equivalent Percentage = CGPA x10

The percentage will be rounded off upto second decimal point.

19. The student will be examined by the university as per the prevailing syllabus and scheme of examination.

20. The candidate shall be awarded a certificate/diploma/degree when he/she successfully earns the minimum requiste credits for the certificate/diploma/degree.

21. A Grade Card shall be issued to all the students after every semester based on the grades earned. The course details (code, title, number of credits, grade secured) along with SGPA of every semester and CGPA earned till that Academic Year will be displayed in the grade card.

22. **Credit Transfer:**

     22.1   The credit transfer shall be implemented as per the policy of the university framed in accordance with the guidelines issued by the UGC from time to time.

     22.2   The member institutions of the Academic Bank of Credit established vide University Grants Commission (Establishment and Operation of Academic Bank Of Credits in Higher Education) Regulations, 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.

     22.3   Except for the cases of provisional promotions, the universities established by M.P. University Act, 1973 shall facilitate credit transfer of students between them. However, the student may be required to fulfil some eligibility criteria, drawing parity for a course, framed by the university in which the admission is sought by the student.

23. If any question arises relating to the interpretation of the provisions of this ordinance, it shall be referred to the Academic Council of the University whose decision thereon shall be applicable.

24. The guidelines, related to this programme, issued by the statutory bodies e.g. UGC/AICTE/BCI/NCTE/PCI/RCI etc. issued from time to time will be adopted for implementation.

25. In matters not covered under this Ordinance, general rules of the University shall be applicable; otherwise the directions of the state government shall be applicable.

If UGC notifies any change in future in its Regulations in this regard, then the same will be incorporated in the existing Ordinance with the approval of the governing body of the University and shall be implemented with immediate effect.

26. **General :**

26.1   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

26.2   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

26.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

26.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 12

Three Years (Six Semesters)/Four Year Honour's/Research) Under Graduate Degree Programs

Bachelor of Vocational Education (B.VOC.)
NCrF Level – 4.5, 5, 5.5 and 6

(As per the "Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions" issued by UGC, New Delhi under National Education Policy 2020)

1. The provisions of this Ordinance shall apply to the three-year/six-semester Bachelor's degree or four-year/eight-semester Bachelor's degree (Honours/Research) undergraduate programmes Bachelor of Vocation (B.VOC).

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Grade 12 School Leaving Certificate from Board of Secondary Education, Madhya Pradesh, Bhopal or an equivalent examination from any other board recognised by the State Government/University or earned appropriate credits as per NSQF will be eligible for admission to these undergraduate programmes.

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5. Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6. The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website .

7. Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year/third year/fourth year* of a first-degree programme, if the student has successfully completed the first year/second year/third year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8. To enable multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, and degree are organized in a series of levels in an ascending order from level 4.5 to level 6. Level 4.5 represents certificate and level 6 represents Bachelor Degree (Honours/Research) (Table 1). However the nomenclature of degrees will be as per clause 22 of Act of University Grants Commission. The four-year undergraduate programme shall comprise courses under following subjects/Categories:

   i) Core Skills Course (Major) **(48 credits)**

   ii) Core Elective Skills Course (Minor) **(32 credits)**

   iii) Generic Elective **(16 credits)**

   iv) Core Discipline Skill Elective **(16 credits) (for Honours/Research)**

   v) Skill Enhancement Courses/Vocational Courses **(12 credits)**

   vi) Ability Enhancement Courses **(08 credits)**

   vii) Field projects/internship/apprenticeship/community engagement and service/ research project **(28 credits)**.

   The *entry and exit* options for students, who enter the undergraduate programme, are as follows:

   1st Year

   Entry 1: The entry requirement for Level 4.5 is successful completion of Class 12 or level 4 from M.P. Board of Secondary Education, Bhopal or an equivalent examination from any other board recognised by the State Government/University. A programme of study leading to entry into the first year of the Bachelor's degree is open to those who have met the admission requirements.

   Exit 1: If a student passes all the courses of Level 4.5 and earns requisite number of credits, the student will become entitled for *Undergraduate certificate in the faculty of her/his Major Subject*. If she/he wants to exit, can exit the programme with *Undergraduate certificate* in hand.

2nd Year

Entry 2. The entry requirement for *Level 5 is successful completion of Level 4.5.* A programme of study leading to the second year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 2: If a student passes all the courses of Level 5 and earns requisite number of credits, the student becomes entitled for **Undergraduate** Diploma *in the faculty of her/his Major Subject.*If she/he wants to exit, can exit the programme with **Undergraduate Diploma** in hand. A diploma requires 80 credits with 40 credits in each of the two levels.

3rd Year

Entry 3. The entry requirement for *Level 5.5 is successful completion of 5.* A programme of study leading to the Bachelor's degree is open to those who have met the admission requirements.

Exit 3: If the student passes all the courses of Level 5.5 i.e. first to six semesters and earns requisite number of credits, the student becomes entitled for the **Undergraduate** Degree *in the faculty of her/his Major Subject.* A Bachelor's degree requires 120 credits from level 5 to 7, with 40 credits at level 4.5, 40 credits at level 5, and 40 credits at level 5.5.

4th Year

Entry 4. An individual seeking admission to a **Bachelor's degree (Honours/Researc (Level 6)** in a specified field of learning would have completed all requirements of th relevant **three-year bachelor degree (Level 5.5).** After completing the requirements of three-year Bachelor's degree, candidates who meet a minimum CGPA of 7.5 shall b allowed to continue studies in the fourth year of the undergraduate programme pursue and complete the Bachelor's (Honours/ Research) degree.

Exit 4: If the student passes all the courses of level 4.5 to 5.5 and earns the requisi credits, the student becomes entitled for **Undergraduate Degree (Honours/Research) the faculty of her/his the Major Subject.** A Bachelor's degree (Honours/Researc requires a total of 160 credits from level 5 to 8, with 40 credits at level 4.5, 40 credits level 5, 40 credits at level 5.5, and 40 credits at level 6.

Table 1. Qualification Type and Credit Requirements

Levels	Qualification title	Credit requirements
Level 4.5	Undergraduate Certificate in the faculty of the Major Subject for those who exit after the first year (two semesters) of the undergraduate programme. (Programme duration: first year or two semesters of the undergraduate programme)	40
Level 5	Undergraduate Diploma in the faculty of the Major Subject for those who exit after two years (four semesters) of the undergraduate programme (Programme duration: First two years or four semesters of the undergraduate programme)	80
Level 5.5	Bachelor' Degree in the faculty of the Major Subject (Programme duration: Three years or six semesters)	120
Level 6	Bachelor' Degree in the faculty of Major Subject (Honours/Research) (Programme duration: Four years or eight semesters).	160

The credits will be awarded by the university. The credit can be calculated as follows:

- One hour of theory or one hour of tutorial or two hours of laboratory work, per week for a duration of 15 weeks resulting in the award of **one credit**;

- Credits' for internship shall be **one credit per week** of internship, subject to a **maximum of six credits in a semester.**

9. The minimum duration of the *undergraduate degree programme* shall be of three academic years/six semesters whereas that of *undergraduate degree leading to Honours/Research* shall be of four academic years/eight semesters.

- A student who leaves the course anytime in the middle of the programme will retain the credits earned so far which will be restored/transferred as and when she/he enters the programme again.

The maximum duration for completion of *Undergraduate Degree* and *Undergraduate Degree (Honours/Research)* programme for regular students shall be of 6 and 8 years, respectively; there shall be no such bar for non-collegiate (private) students.

10. **TYPES OF COURSES**

Each of the subject/categories (i) to (vi) as specified in clause 8 shall comprise of courses. Courses are the basic units of education and/or training. Types of courses shall be as follows:

10.1.   **Core Skill Course (Major)** : Such courses which shall compulsorily be studied by the student as a core requirement of the programme.

10.2.   **Core Elective Skill Course (Minor)** : Generally a course, which can be chosen by the student from a pool of courses, which is specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure of some other discipline / subject / domain to nurture the candidate's proficiency or skill is called an Elective Course.

10.2.1 Core Discipline Specific Elective Skill (DSES) Course:

Elective courses offered from the main discipline/subject of study are referred to as Discipline Specific Elective. The University may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline / subject of study).

10.2.2 Skill Dissertation/Project:

An elective course designed to acquire special / advanced knowledge, such as supplement study / support study to a project work, and a student studies such a course on his own with an advisory support by a teacher / faculty member is called dissertation / project. It is considered as a special course involving application of knowledge in solving / analysing / exploring a real life situation/ difficult problem for bachelor degree with honours/research. A Project/ Dissertation work would be of credits, as decided by the competent body. The student will do this work under the guidance of a faculty member.

10.2.3 Generic Elective (GE) Course:

An elective course chosen generally from an unrelated discipline / subject, with an intention to seek exposure of other field is called a Generic Elective course.

P.S.: A core course offered in a discipline / subject may be treated as an elective by other discipline / subject and vice-versa and such electives may also be referred to as Generic Elective Course.

10.3. **Ability Enhancement Courses (AEC):**

The Ability Enhancement Courses (AEC) are of two types:

- Ability Enhancement Compulsory Courses (AECC)

- Skill Enhancement Courses (SEC) or Vocational Courses.

  "**AECC**" courses are the courses based upon the content that leads to Knowledge enhancement, such as;

  - Environmental Education

  - English/Hindi Communication are mandatory for all disciplines.

    SEC courses are value-based / skill-based and may also be designed to focus on enhancement of skills pertaining to the Major Subject. They are aimed to provide hands-on-training, competencies, skills, etc.

10.4. The syllabus for a specific programme and mode of delivery will be decided by the concerned Board of Studies of the University.

11. STRUCTURE FOR UNDERGRADUATE PROGRAMME: SEMESTER SYSTEM

11.1. **First Year (Level 4.5):**

A student shall be declared to have successfully completed the Level 4.5, if he/she acquires credits as per clause 12.

11.2. **Second Year (Level 5):**

A student shall be declared to have successfully completed the Level 5, if he/she acquires credits as per clause 12.

The student shall be given the single chance at the entry of level 5 to interchange the major and minor subjects, however, in such cases, it will be responsibility of the students to earn additional credits to fulfil the minimum requirement of credits prescribed for the major course; and only after fulfilment of such credits he/she will be entitled to earn an Undergraduate Diploma or an Undergraduate Degree.

11.3. **Third Year (Level 5.5):**

A student shall be declared to have successfully completed the Level 5.5, if he/she acquires credits as per clause 12.

11.4. Fourth Year (Level 6):

(a) <u>Bachelor with Honours:</u>

A student shall be declared to have successfully completed the Level 6 for Bachelor with Honours degree, if he/she acquires credits as per clause 12.

(b) <u>Bachelor with Research:</u>

A student shall be declared to have successfully completed the Level 6 for Bachelor with Research degree, if he/she acquires credits as per clause 12.

The nomenclature of degrees shall strictly conform to the relevant provisions of the act / regulations / guidelines of the UGC. The mode of delivery and syllabus will be decided by the board of studies.

11.5. Credit Distribution for Semester:

The credit distribution for first to eight semesters related to Levels 4.5 to 6 shall be as per clause 12.

11.6. Additional Courses:

In the categories of Core Elective (minor) subject, generic elective and skill enhancement courses/vocational courses, a student may earn up to additional 6 credits per year in the entire tenure of 3-year undergraduate degree programme after paying due fees for registration and examination.

12. Structure for Undergraduate Programme: UGC CBCS System for Universities / Autonomous Colleges

Level	Semester	Main Faculty (as per prerequisite) — Subject I — Core Skill (Major)	Subject II — Skill Elective (Minor)	Any Faculty — Subject III — Generic Elective Course	Skill Enhancement Course (SEC) — Vocational Course	Ability Enhancement Course (AEC)	DSSE	Field projects/Internship/apprenticeship/community engagement and service (# Inter/Intra Faculty)	Credits	Qualification title (Credit requirement)
Level5	1	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	(40) Undergraduate Certificate in Main Faculty
	2	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	
Level6	3	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	(80) Undergraduate Diploma in Main Faculty
	4	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	
Level7	5	1 (6 Credits)			1 (4 Credits)		CDSE-1 (4credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	(120) Bachelor Degree in Main Faculty
	6	1 (6 Credits)					CDSE-2 (4credits) DSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	
Level8	7	1 (6 Credits)	Research Methodology (4 Credits)				CDSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	(160) Bachelor Degree (Honours) in Main faculty / *Bachelor Degree (Research) in Main faculty*
	8	1 (6 Credits)	1 (4 Credits)					1 (10Credits) *Research Project*	6+4 +10 =20	
Total		48 Credits	32 Credits	16 Credits	12 Credits	08 Credits	16 credits	28 Credits	160 Credits	

13. **Choice to Select the MOOC Courses:**

a. The SOS can allow up to 40% of the total credits being offered in a particular programme in a semester through the online learning courses provided under University MOOC/ SWAYAM platform/ on the job training or any other MOOC platform recognised by the central government or the state government for credit transfer.

b. The students will have the choice to opt elective-generic/Skill Enhancement/Ability Enhancement courses from the courses available. An alternate choice will also be available to the students to opt courses from Massive Open Online Courses (MOOCs) available at University MOOC, SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds) platform.

c. The students can also opt a course under DSE of Major subject from Massive Open Online Courses (MOOCs) available at University MOOC/ SWAYAM platform.

d. The University will take a decision for allowing the online courses of University MOOC/ SWAYAM if:

   (i) The courses offered on University MOOC / SWAYAM would supplement the teaching-learning process in the institution.

   (ii) Every student opting a course available on University MOOC / SWAYAM platform would be required to register for the course at University MOOC /SWAYAM.

   (iii) While allowing the online learning courses offered by University MOOC /SWAYAM, it shall be ensured that the physical facilities like laboratories, computer facilities and library etc. essential for pursuing the courses shall be made available.

f. The requirement of project/dissertation, as notified by the University need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the National and State Laboratories /Institutes/Universities/ Companies /Industries with the approval of the University.

14. Requirement of attendance will be as per University Ordinance governing the examinations. In general attendance of at least seventy-five percent of theory lectures, practicals, On the Job training, Apprenticeship, blended learning etc separately will be required in each course to sit in the semester end examination.

For special reasons such as prolonged illness or any other specified reason, deficiency in percentage of attendance may be condoned by the Vice Chancellor.

15. **Examination & Evaluation:**

15.1 Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

15.2 The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written test/Quiz/Seminar/Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, on the job training, apprenticeship appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the University. In case of internal assessment, the University shall distribute and design their assessment in a semester.

15.3 Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 16.4.

15.4 The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79

B+	7	Good	60-69
B	6	Above Average	50-59
C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

15.5   In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

15.6   If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

15.7   The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

15.8   On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

15.9   In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

15.10   The provision for review of answer book in semester system will be available as per the existing rules of the University.

15.11   The theoretical and practical courses can be repeated whenever offered or conducted by the University but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

Table 5: Structure of Credit Course (Semester System)

	Course (Credit)	Course Type	Credits Allocated			Distribution of Theory Marks		Distribution of Practical Marks		Tutorial Marks
			Theory	Practical	Tutorial	Internals (Through CCE)	External (End Semester Exam)	Internal	External (End Semester Practical Exam)	
1	Core/GE/DSE (6)	Type-1	6	NA	NA	40	60	NA	NA	NA
2	Core/DSE/GE (6)	Type-2	4	2	NA	40	60	40	60	NA
3	Core/DSE/GE (6)	Type-3	2	4	NA	40	60	50 (Through CCE)	50	NA
4	Core/DSE/GE (6)	Type-4	5	NA	1	40	60	NA	NA	100
5	DSE/SEC (Vocational Courses) (4)	Type-1	4	0	NA	40	60	NA	NA	NA
6	DSE/SEC (Vocational Courses) (4)	Type-2	3	1 (P,T,W,etc)	NA	40	60	NA	100	NA
7	DSE/SEC (Vocational Courses) (4)	Type-3	1	3 (P,T,W,etc)	NA	40	60	50 (Through CCE)	50	NA
8	DSE/SEC (Vocational Courses)(4)	Type-4	3	NA	1	40	60	NA	NA	100
9	AECC (Foundation Course) (4)	Type-1	4	NA	NA	40	60	NA	NA	NA
10	Field-Projects / Internship / Apprenticeship / Community engagement & service/Research Project (6)	NA	(vii) Field-Projects / Internship / Apprenticeship / Community engagement & service: **4** Credits *(75 Marks)* (viii) Evaluation of Report **2 Credit** *(25 Marks)*							
11	Research Methodology(4)	Type-4	3	NA	1	40	60	NA	NA	100
12	Dissertation (10)	NA	Evaluation of Thesis: 6 Credits *(50 Marks)*+ Pre submission viva-voce: 2 Credit *(25 Marks)*+ External viva-voce: 2 Credit *(25 Marks)*							

16. **Evaluation and Certification of MOOCs and Vocational courses:**

The guidelines of the University/SWAYAM portal/UGC shall be followed for evaluation and certification of MOOCs, Vocational courses, Field Projects/Internship/ Apprenticeship/Community engagement & service/Research Project.

17. **Calculation of SGPA /CGPA:**

The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be calculated as weighted average of credit points secured by the student, except the credits of additional courses, if any. The, SGPA and CGPA shall be rounded off up to 2 decimal places and reported in the grade sheet.

18. On completing all requirements for award of the undergraduate certificate / diploma / degree, the CGPA will be calculated and this value will be indicated on the certificate / diploma / degree. The 3-years and 4-years undergraduate degrees should also indicate the Division obtained as follows:

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 8.00 or above
First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.50 above but less than 8.0
Second division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 5.00 or above but less than 6.50
Pass	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 4.00 or above but less than 5.00

The conversion of CGPA into percentage will be as follow to facilitate its application in other academic matters:

Equivalent Percentage = CGPA x10

The percentage will be rounded off upto second decimal point.

19. The student will be examined by the university as per the prevailing syllabus and scheme of examination.

20. The candidate shall be awarded a certificate/diploma/degree when he/she successfully earns the minimum requiste credits for the certificate/diploma/degree.

21. A Grade Card shall be issued to all the students after every semester based on the grades earned. The course details (code, title, number of credits, grade secured) along with SGPA of every semester and CGPA earned till that Academic Year will be displayed in the grade card.

22. **Credit Transfer:**

    22.1 The credit transfer shall be implemented as per the policy of the university framed in accordance with the guidelines issued by the UGC from time to time.

    22.2 The member institutions of the Academic Bank of Credit established vide University Grants Commission (Establishment and Operation of Academic Bank Of Credits in Higher Education) Regulations, 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.

    22.3 Except for the cases of provisional promotions, the universities established by M.P. University Act, 1973 shall facilitate credit transfer of students between them. However, the student may be required to fulfil some eligibility criteria, drawing parity for a course, framed by the university in which the admission is sought by the student.

23. If any question arises relating to the interpretation of the provisions of this ordinance, it shall be referred to the Academic Council of the University whose decision thereon shall be applicable.

24. The guidelines, related to this programme, issued by the statutory bodies e.g. UGC/AICTE/BCI/NCTE/PCI/RCI etc. issued from time to time will be adopted for implementation.

25. In matters not covered under this Ordinance, general rules of the University shall be applicable; otherwise the directions of the state government shall be applicable.

If UGC notifies any change in future in its Regulations in this regard, then the same will be incorporated in the existing Ordinance with the approval of the governing body of the University and shall be implemented with immediate effect.

26.   General :

26.1   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

26.2   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

26.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

26.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 13

Three Years (Six Semesters) /Four Year Honour's / Research) Under Graduate Degree Programs

Bachelor of Science (B.Sc.)

(Automotive Technology/Welding Technology/Manufacturing Technology/Renewable Energy/Full stack development/Cloud and Cyber Security/Animation and VFX/Game Design and Development/ Animation Film Production/Game Art Design/Information Technology/Computer Science/Applied Sciences/Statistics/ Environment Science/Microbiology/Biotechnology/Geo Informatics/ Food and Nutrition/Life Science/others)

NCrF Level – 4.5, 5, 5.5 and 6

(As per the "Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions" issued by UGC, New Delhi under National Education Policy 2020)

1. The provisions of this Ordinance shall apply to the three-year/six-semester Bachelor's degree or four-year/eight-semester Bachelor's degree (Honours/Research) undergraduate programmes Bachelor of Science (B.Sc.) (Automotive Technology/ Welding Technology/Manufacturing Technology/Renewable Energy/Full stack development/Cloud and Cyber Security/Animation and VFX/Game Design and Development/Animation Film Production/Game Art Design/Information Technology/ Computer Science/Applied Sciences/Statistics/Environment Science/Microbiology /Biotechnology/Geo Informatics/Food and Nutrition/Life Science/others).

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Grade 12 School Leaving Certificate from Board of Secondary Education, Madhya Pradesh, Bhopal or an equivalent examination from any other board recognised by the State Government/University or earned

appropriate credits as per NSQF will be eligible for admission to these undergraduate programmes.

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5. Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6. The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website .

7. Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year/third year/fourth year* of a first-degree programme, if the student has successfully completed the first year/second year/third year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8. To enable multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, and degree are organized in a series of levels in an ascending order from level 4.5 to level 6. Level 4.5 represents certificate and level 6 represents Bachelor Degree (Honours/Research) (Table 1). However the nomenclature of degrees will be as per clause 22 of Act of University Grants Commission. The four-year undergraduate programme shall comprise courses under following subjects/Categories:

    i)   Core Skills Course (Major) **(48 credits)**

    ii)   Core Elective Skills Course (Minor) **(32 credits)**

    iii) Generic Elective **(16 credits)**

    iv)   Core Discipline Skill Elective **(16 credits) (for Honours/Research)**

v)   Skill Enhancement Courses/Vocational Courses (**12 credits**)

vi)   Ability Enhancement Courses (**08 credits**)

vii)   Field projects/internship/apprenticeship/community engagement and service/ research project (**28 credits**).

The *entry and exit* options for students, who enter the undergraduate programme, are as follows:

1st Year

Entry 1: The entry requirement for Level 4.5 is successful completion of Class 12 or level 4 from M.P. Board of Secondary Education, Bhopal or an equivalent examination from any other board recognised by the State Government/University. A programme of study leading to entry into the first year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 1: If a student passes all the courses of Level 4.5 and earns requisite number of credits, the student will become entitled for *Undergraduate certificate in the faculty of her/his Major Subject*. If she/he wants to exit, can exit the programme with *Undergraduate certificate* in hand.

2nd Year

Entry 2. The entry requirement for *Level 5 is successful completion of Level 4.5*. A programme of study leading to the second year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 2: If a student passes all the courses of Level 5 and earns requisite number of credits, the student becomes entitled for *Undergraduate Diploma in the faculty of her/his Major Subject*.If she/he wants to exit, can exit the programme with *Undergraduate Diploma* in hand. A diploma requires 80 credits with 40 credits in each of the two levels.

3rd Year

Entry 3. The entry requirement for *Level 5.5 is successful completion of 5*. A programme of study leading to the Bachelor's degree is open to those who have met the admission requirements.

Exit 3: If the student passes all the courses of Level 5.5 i.e. first to six semesters and earns requisite number of credits, the student becomes entitled for the *Undergraduate Degree in the faculty of her/his Major Subject.* A Bachelor's degree requires 120 credits from level 5 to 7, with 40 credits at level 4.5, 40 credits at level 5, and 40 credits at level 5.5.

4th Year

Entry 4. An individual seeking admission to a *Bachelor's degree (Honours/Research) (Level 6)* in a specified field of learning would have completed all requirements of the relevant *three-year bachelor degree (Level 5.5).* After completing the requirements of a three-year Bachelor's degree, candidates who meet a minimum CGPA of 7.5 shall be allowed to continue studies in the fourth year of the undergraduate programme to pursue and complete the Bachelor's (Honours/ Research) degree.

*Exit 4:*If the student passes all the courses of level 4.5 to 5.5 and earns the requisite credits, the student becomes entitled for *Undergraduate Degree (Honours/Research) in the faculty of her/his the Major Subject.* A Bachelor's degree (Honours/Research) requires a total of 160 credits from level 5 to 8, with 40 credits at level 4.5, 40 credits at level 5, 40 credits at level 5.5, and 40 credits at level 6.

Table 1. Qualification Type and Credit Requirements

Levels	Qualification title	Credit requirements
Level 4.5	Undergraduate Certificate in the faculty of the Major Subject for those who exit after the first year (two semesters) of the undergraduate programme. (Programme duration: first year or two semesters of the undergraduate programme)	40
Level 5	Undergraduate Diploma in the faculty of the Major Subject for those who exit after two years (four semesters) of the undergraduate programme (Programme duration: First two years or four semesters of the undergraduate programme)	80

Level 5.5	Bachelor' Degree in the faculty of the Major Subject (Programme duration: Three years or six semesters)	120
Level 6	Bachelor' Degree in the faculty of Major Subject (Honours/Research) (Programme duration: Four years or eight semesters).	160

The credits will be awarded by the university. The credit can be calculated as follows:

- One hour of theory or one hour of tutorial or two hours of laboratory work, per week for a duration of 15 weeks resulting in the award of **one credit;**

- Credits' for internship shall be *one credit per week* of internship, subject to a *maximum of six credits in a semester.*

9. The minimum duration of the *undergraduate degree programme* shall be of three academic years/six semesters whereas that of *undergraduate degree leading to Honours/Research* shall be of four academic years/eight semesters.

- A student who leaves the course anytime in the middle of the programme will retain the credits earned so far which will be restored/transferred as and when she/he enters the programme again.

The maximum duration for completion of *Undergraduate Degree* and *Undergraduate Degree (Honours/Research)* programme for regular students shall be of 6 and 8 years, respectively; there shall be no such bar for non-collegiate (private) students.

10. **TYPES OF COURSES**

Each of the subject/categories (i) to (vi) as specified in clause 8 shall comprise of courses. Courses are the basic units of education and/or training. Types of courses shall be as follows:

10.1. **Core Skill Course (Major) :** Such courses which shall compulsorily be studied by the student as a core requirement of the programme.

10.2. **Core Elective Skill Course (Minor) :** Generally a course, which can be chosen by the student from a pool of courses, which is specific or specialized or advanced

or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure of some other discipline / subject / domain to nurture the candidate's proficiency or skill is called an Elective Course.

10.2.1 Core Discipline Specific Elective Skill (DSES) Course:

Elective courses offered from the main discipline/subject of study are referred to as Discipline Specific Elective. The University may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline / subject of study).

10.2.2 Skill Dissertation/Project:

An elective course designed to acquire special / advanced knowledge, such as supplement study / support study to a project work, and a student studies such a course on his own with an advisory support by a teacher / faculty member is called dissertation / project. It is considered as a special course involving application of knowledge in solving / analysing / exploring a real life situation/ difficult problem for bachelor degree with honours/research. A Project/ Dissertation work would be of credits, as decided by the competent body. The student will do this work under the guidance of a faculty member.

10.2.3 Generic Elective (GE) Course:

An elective course chosen generally from an unrelated discipline / subject, with an intention to seek exposure of other field is called a Generic Elective course.

P.S.: A core course offered in a discipline / subject may be treated as an elective by other discipline / subject and vice-versa and such electives may also be referred to as Generic Elective Course.

10.3. Ability Enhancement Courses (AEC):

The Ability Enhancement Courses (AEC) are of two types:

- Ability Enhancement Compulsory Courses (AECC)

- Skill Enhancement Courses (SEC) or Vocational Courses.

"AECC" courses are the courses based upon the content that leads to Knowledge enhancement, such as;

- Environmental Education

- English/Hindi Communication are mandatory for all disciplines.

  SEC courses are value-based / skill-based and may also be designed to focus on enhancement of skills pertaining to the Major Subject. They are aimed to provide hands-on-training, competencies, skills, etc.

10.4. The syllabus for a specific programme and mode of delivery will be decided by the concerned Board of Studies of the University.

11. STRUCTURE FOR UNDERGRADUATE PROGRAMME: SEMESTER SYSTEM

11.1. **First Year (Level 4.5):**

A student shall be declared to have successfully completed the Level 4.5, if he/she acquires credits as per clause 12.

11.2. **Second Year (Level 5):**

A student shall be declared to have successfully completed the Level 5, if he/she acquires credits as per clause 12.

The student shall be given the single chance at the entry of level 5 to interchange the major and minor subjects, however, in such cases, it will be responsibility of the students to earn additional credits to fulfil the minimum requirement of credits prescribed for the major course; and only after fulfilment of such credits he/she will be entitled to earn an Undergraduate Diploma or an Undergraduate Degree.

11.3. **Third Year (Level 5.5):**

A student shall be declared to have successfully completed the Level 5.5, if he/she acquires credits as per clause 12.

11.4. Fourth Year (Level 6):

(a) <u>Bachelor with Honours:</u>

A student shall be declared to have successfully completed the Level 6 for Bachelor with Honours degree, if he/she acquires credits as per clause 12.

(b) <u>Bachelor with Research:</u>

A student shall be declared to have successfully completed the Level 6 for Bachelor with Research degree, if he/she acquires credits as per clause 12.

The nomenclature of degrees shall strictly conform to the relevant provisions of the act / regulations / guidelines of the UGC. The mode of delivery and syllabus will be decided by the board of studies.

11.5. Credit Distribution for Semester:

The credit distribution for first to eight semesters related to Levels 4.5 to 6 shall be as per clause 12.

11.6. Additional Courses:

In the categories of Core Elective (minor) subject, generic elective and skill enhancement courses/vocational courses, a student may earn up to additional 6 credits per year in the entire tenure of 3-year undergraduate degree programme after paying due fees for registration and examination.

12. Structure for Undergraduate Programme: UGC CBCS System for Universities / Autonomous Colleges

Level	Semester	Main Faculty (as per prerequisite) — Subject I: Core Skill (Major)	Subject II: Skill Elective (Minor)	Any Faculty — Subject III: Generic Elective Course / Vocational Course	Skill Enhancement Course (SEC)	Ability Enhancement Course (AEC)	DSSE	Field projects/internship/apprenticeship/community engagement and service (# Inter/Intra Faculty)	Credits	Qualification title (Credits require)
Level5	1	1 (6 Credits)	1 (6 Credits)		1 (4 Credits)	1 (4 Credits)			6+6+4+4 =20	Under Certi... Main
	2	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	
Level6	3	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	Under Diplom... Fa
	4	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	
Level7	5	1 (6 Credits)		1 (4 Credits)			CDSE-1 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	Bachel... in Mai
	6	1 (6 Credits)					CDSE-2 (4 credits) / DSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	
Level8	7	1 (6 Credits)	1 Research Methodology (4 Credits)				CDSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	(: Bachel... (Hon... Main
	8	1 (6 Credits)	1 (4 Credits)					1 (10 Credits) Research Project	6+4 +10 =20	Ba... De (Rese... Main
Total		48 Credits	32 Credits	16 Credits	12 Credits	08 Credits	16 credits	28 Credits	160 Credits	

13. **Choice to Select the MOOC Courses:**

a. The SOS can allow up to 40% of the total credits being offered in a particular programme in a semester through the online learning courses provided under University MOOC/ SWAYAM platform/ on the job training or any other MOOC platform recognised by the central government or the state government for credit transfer.

b. The students will have the choice to opt elective-generic/Skill Enhancement/Ability Enhancement courses from the courses available. An alternate choice will also be available to the students to opt courses from Massive Open Online Courses (MOOCs) available at University MOOC, SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds) platform.

c. The students can also opt a course under DSE of Major subject from Massive Open Online Courses (MOOCs) available at University MOOC/ SWAYAM platform.

d. The University will take a decision for allowing the online courses of University MOOC/ SWAYAM if:

(i) The courses offered on University MOOC / SWAYAM would supplement the teaching-learning process in the institution.

(ii) Every student opting a course available on University MOOC / SWAYAM platform would be required to register for the course at University MOOC /SWAYAM.

(iii) While allowing the online learning courses offered by University MOOC /SWAYAM, it shall be ensured that the physical facilities like laboratories, computer facilities and library etc. essential for pursuing the courses shall be made available.

f. The requirement of project/dissertation, as notified by the University need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the National and State Laboratories /Institutes/Universities/ Companies /Industries with the approval of the University.

14. Requirement of attendance will be as per University Ordinance governing the examinations. In general attendance of at least seventy-five percent of theory lectures, practicals, On the Job training, Apprenticeship, blended learning etc separately will be required in each course to sit in the semester end examination.

For special reasons such as prolonged illness or any other specified reason, deficiency in percentage of attendance may be condoned by the Vice Chancellor.

15. **Examination & Evaluation:**

15.1 Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

15.2 The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written test/Quiz/Seminar/Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, on the job training, apprenticeship appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the University. In case of internal assessment, the University shall distribute and design their assessment in a semester.

15.3 Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 16.4.

15.4 The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79

B+	7	Good	60-69
B	6	Above Average	50-59
C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

15.5   In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

15.6   If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

15.7   The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

15.8   On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

15.9   In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

15.10   The provision for review of answer book in semester system will be available as per the existing rules of the University.

15.11   The theoretical and practical courses can be repeated whenever offered or conducted by the University but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

Table 3: Structure of Credit Course (Semester System)

#	Course (Credit)	Course Type	Credits Allocated Theory	Credits Allocated Practical	Credits Allocated Tutorial	Distribution of Theory Marks Internals (Through CCE)	Distribution of Theory Marks External (End Semester Exam)	Distribution of Practical Marks Internal	Distribution of Practical Marks External (End Semester Practical Exam)	Tutorial Marks
1	Core/GE/DSE (6)	Type-1	6	NA	NA	40	60	NA	NA	NA
2	Core/DSE/GE (6)	Type-2	4	2	NA	40	60	40	60	NA
3	Core/DSE/GE (6)	Type-3	2	4	NA	40	60	50 (Through CCE)	50	NA
4	Core/DSE/GE (6)	Type-4	5	NA	1	40	60	NA	NA	100
5	DSE/SEC (Vocational Courses) (4)	Type-1	4	0	NA	40	60	NA	NA	NA
6	DSE/SEC (Vocational Courses) (4)	Type-2	3	1 (P,T,W,etc)	NA	40	60	NA	100	NA
7	DSE/SEC (Vocational Courses) (4)	Type-3	1	3 (P,T,W,etc)	NA	40	60	50 (Through CCE)	50	NA
8	DSE/SEC (Vocational Courses)(4)	Type-4	3	NA	1	40	60	NA	NA	100
9	AECC (Foundation Course) (4)	Type-1	4	NA	NA	40	60	NA	NA	NA
10	Field-Projects / Internship / Apprenticeship / Community engagement & service/Research Project (6)	NA	(ix) Field-Projects / Internship / Apprenticeship / Community engagement & service: 4 Credits (75 Marks) (x) Evaluation of Report 2 Credit (25 Marks)							
11	Research Methodology(4)	Type-4	3	NA	1	40	60	NA	NA	100
12	Dissertation (10)	NA	Evaluation of Thesis: 6 Credits (50 Marks)+ Pre submission viva-voce: 2 Credit (25 Marks)+ External viva-voce: 2 Credit (25 Marks)							

Vice Chancellor

16. **Evaluation and Certification of MOOCs and Vocational courses:**

The guidelines of the University/SWAYAM portal/UGC shall be followed for evaluation and certification of MOOCs, Vocational courses, Field Projects/Internship/ Apprenticeship/Community engagement & service/Research Project.

17. **Calculation of SGPA /CGPA:**

The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be calculated as weighted average of credit points secured by the student, except the credits of additional courses, if any. The, SGPA and CGPA shall be rounded off up to 2 decimal places and reported in the grade sheet.

18. On completing all requirements for award of the undergraduate certificate / diploma / degree, the CGPA will be calculated and this value will be indicated on the certificate / diploma / degree. The 3-years and 4-years undergraduate degrees should also indicate the Division obtained as follows:

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 8.00 or above
First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.50 above but less than 8.0
Second division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 5.00 or above but less than 6.50
Pass	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 4.00 or above but less than 5.00

The conversion of CGPA into percentage will be as follow to facilitate its application in other academic matters:

Equivalent Percentage = CGPA x10

The percentage will be rounded off upto second decimal point.

19. The student will be examined by the university as per the prevailing syllabus and scheme of examination.

20. The candidate shall be awarded a certificate/diploma/degree when he/she successfully earns the minimum requiste credits for the certificate/diploma/degree.

21. A Grade Card shall be issued to all the students after every semester based on the grades earned. The course details (code, title, number of credits, grade secured) along with SGPA of every semester and CGPA earned till that Academic Year will be displayed in the grade card.

22. **Credit Transfer:**

    22.1   The credit transfer shall be implemented as per the policy of the university framed in accordance with the guidelines issued by the UGC from time to time.

    22.2   The member institutions of the Academic Bank of Credit established vide University Grants Commission (Establishment and Operation of Academic Bank Of Credits in Higher Education) Regulations, 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.

    22.3   Except for the cases of provisional promotions, the universities established by M.P. University Act, 1973 shall facilitate credit transfer of students between them. However, the student may be required to fulfil some eligibility criteria, drawing parity for a course, framed by the university in which the admission is sought by the student.

23. If any question arises relating to the interpretation of the provisions of this ordinance, it shall be referred to the Academic Council of the University whose decision thereon shall be applicable.

24. The guidelines, related to this programme, issued by the statutory bodies e.g. UGC/AICTE/BCI/NCTE/PCI/RCI etc. issued from time to time will be adopted for implementation.

25. In matters not covered under this Ordinance, general rules of the University shall be applicable; otherwise the directions of the state government shall be applicable.

If UGC notifies any change in future in its Regulations in this regard, then the same will be incorporated in the existing Ordinance with the approval of the governing body of the University and shall be implemented with immediate effect.

26. **General :**

26.1   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these students.

26.2   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

26.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

26.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 14

Three Years (Six Semesters) /Four Year Honour's / Research) Under Graduate Degree Programs

Bachelor of Commerce (B.Com.)

(Retail Management/Logistics/Retail Operation Mercahandising/ Accounts & Taxation/Economics/Computer Application/others)

NCrF Level – 4.5, 5, 5.5 and 6

(As per the "Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions" issued by UGC, New Delhi under National Education Policy 2020)

1.　The provisions of this Ordinance shall apply to the three-year/six-semester Bachelor's degree or four-year/eight-semester Bachelor's degree (Honours/Research) undergraduate programmes Bachelor of Commerce (B.Com.) - (Retail Management/ Logistics/Retail Operation Mercahandising)/Accounts & Taxation/Economics/Computer Application) more skills specializations can be offered under this programme as per the recommendation of Board of Studies.

2.　The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their Students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3.　Students who have successfully completed Grade 12 School Leaving Certificate from Board of Secondary Education, Madhya Pradesh, Bhopal or an equivalent examination from any other board recognised by the State Government/University or earned appropriate credits as per NSQF will be eligible for admission to these undergraduate programmes.

4.　The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5. Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6. The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website .

7. Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year/third year/fourth year* of a first-degree programme, if the student has successfully completed the first year/second year/third year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8. To enable multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, and degree are organized in a series of levels in an ascending order from level 4.5 to level 6. Level 4.5 represents certificate and level 6 represents Bachelor Degree (Honours/Research) (Table 1). However the nomenclature of degrees will be as per clause 22 of Act of University Grants Commission. The four-year undergraduate programme shall comprise courses under following subjects/Categories:

   i) Core Skills Course (Major) **(48 credits)**

   ii) Core Elective Skills Course (Minor) **(32 credits)**

   iii) Generic Elective **(16 credits)**

   iv) Core Discipline Skill Elective **(16 credits) (for Honours/Research)**

   v) Skill Enhancement Courses/Vocational Courses **(12 credits)**

   vi) Ability Enhancement Courses **(08 credits)**

   vii) Field projects/internship/apprenticeship/community engagement and service/ research project **(28 credits)**.

The *entry and exit* options for students, who enter the undergraduate programme, are as follows:

1st Year

Entry 1: The entry requirement for Level 4.5 is successful completion of Class 12 or level 4 from M.P. Board of Secondary Education, Bhopal or an equivalent examination from any other board recognised by the State Government/University. A programme of study leading to entry into the first year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 1: If a student passes all the courses of Level 4.5 and earns requisite number of credits, the student will become entitled for *Undergraduate certificate in the faculty of her/his Major Subject*. If she/he wants to exit, can exit the programme with *Undergraduate certificate* in hand.

2nd Year

Entry 2. The entry requirement for *Level 5 is successful completion of Level 4.5*. A programme of study leading to the second year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 2: If a student passes all the courses of Level 5 and earns requisite number of credits, the student becomes entitled for *Undergraduate* Diploma *in the faculty of her/his Major Subject*.If she/he wants to exit, can exit the programme with *Undergraduate Diploma* in hand. A diploma requires 80 credits with 40 credits in each of the two levels.

3rd Year

Entry 3. The entry requirement for *Level 5.5 is successful completion of 5.* A programme of study leading to the Bachelor's degree is open to those who have met the admission requirements.

*Exit 3:*If the student passes all the courses of Level 5.5 i.e. first to six semesters and earns requisite number of credits, the student becomes entitled for the *Undergraduate Degree in the faculty of her/his Major Subject.* A Bachelor's degree requires 120 credits from level 5 to 7, with 40 credits at level 4.5, 40 credits at level 5, and 40 credits at level 5.5.

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4th Year

Entry 4. An individual seeking admission to a *Bachelor's degree (Honours/Research) (Level 6)* in a specified field of learning would have completed all requirements of the relevant *three-year bachelor degree (Level 5.5)*. After completing the requirements of a three-year Bachelor's degree, candidates who meet a minimum CGPA of 7.5 shall be allowed to continue studies in the fourth year of the undergraduate programme to pursue and complete the Bachelor's (Honours/ Research) degree.

Exit 4: If the student passes all the courses of level 4.5 to 5.5 and earns the requisite credits, the student becomes entitled for *Undergraduate Degree (Honours/Research) in the faculty of her/his the Major Subject*. A Bachelor's degree (Honours/Research) requires a total of 160 credits from level 5 to 8, with 40 credits at level 4.5, 40 credits at level 5, 40 credits at level 5.5, and 40 credits at level 6.

Table 1. Qualification Type and Credit Requirements

Levels	Qualification title	Credit requirements
Level 4.5	Undergraduate Certificate in the faculty of the Major Subject for those who exit after the first year (two semesters) of the undergraduate programme. (Programme duration: first year or two semesters of the undergraduate programme)	40
Level 5	Undergraduate Diploma in the faculty of the Major Subject for those who exit after two years (four semesters) of the undergraduate programme (Programme duration: First two years or four semesters of the undergraduate programme)	80
Level 5.5	Bachelor' Degree in the faculty of the Major Subject (Programme duration: Three years or six semesters)	120
Level 6	Bachelor' Degree in the faculty of Major Subject	160

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	(Honours/Research) (Programme duration: Four years or eight semesters).	

The credits will be awarded by the university. The credit can be calculated as follows:

- One hour of theory or one hour of tutorial or two hours of laboratory work, per **week** for a duration of 15 weeks resulting in the award of **one credit**;

- Credits' for internship shall be *one credit per week* of internship, subject to a *maximum of six credits in a semester*.

11. The minimum duration of the *undergraduate degree programme* shall be of three academic years/six semesters whereas that of *undergraduate degree leading to Honours/Research* shall be of four academic years/eight semesters.

- A student who leaves the course anytime in the middle of the programme will retain the credits earned so far which will be restored/transferred as and when she/he enters the programme again.

The maximum duration for completion of *Undergraduate Degree* and *Undergraduate Degree (Honours/Research)* programme for regular students shall be of 6 and 8 years, respectively; there shall be no such bar for non-collegiate (private) students.

10. **TYPES OF COURSES**

Each of the subject/categories (i) to (vi) as specified in clause 8 shall comprise of courses. Courses are the basic units of education and/or training. Types of courses shall be as follows:

10.1. **Core Skill Course (Major) :** Such courses which shall compulsorily be studied by the student as a core requirement of the programme.

10.2. **Core Elective Skill Course (Minor) :** Generally a course, which can be chosen by the student from a pool of courses, which is specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure of some other discipline / subject / domain to nurture the candidate's proficiency or skill is called an Elective Course.

10.2.1 Core Discipline Specific Elective Skill (DSES) Course:

Elective courses offered from the main discipline/subject of study are referred to as Discipline Specific Elective. The University may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline / subject of study).

10.2.2 Skill Dissertation/Project:

An elective course designed to acquire special / advanced knowledge, such as supplement study / support study to a project work, and a student studies such a course on his own with an advisory support by a teacher / faculty member is called dissertation / project. It is considered as a special course involving application of knowledge in solving / analysing / exploring a real life situation/ difficult problem for bachelor degree with honours/research. A Project/ Dissertation work would be of credits, as decided by the competent body. The student will do this work under the guidance of a faculty member.

10.2.3 Generic Elective (GE) Course:

An elective course chosen generally from an unrelated discipline / subject, with an intention to seek exposure of other field is called a Generic Elective course.

P.S.: A core course offered in a discipline / subject may be treated as an elective by other discipline / subject and vice-versa and such electives may also be referred to as Generic Elective Course.

10.3. Ability Enhancement Courses (AEC):

The Ability Enhancement Courses (AEC) are of two types:

- Ability Enhancement Compulsory Courses (AECC)

- Skill Enhancement Courses (SEC) or Vocational Courses.

  "AECC" courses are the courses based upon the content that leads to Knowledge enhancement, such as;

- Environmental Education

- English/Hindi Communication are mandatory for all disciplines.

  SEC courses are value-based / skill-based and may also be designed to focus on enhancement of skills pertaining to the Major Subject. They are aimed to provide hands-on-training, competencies, skills, etc.

10.4. The syllabus for a specific programme and mode of delivery will be decided by the concerned Board of Studies of the University.

11. STRUCTURE FOR UNDERGRADUATE PROGRAMME: SEMESTER SYSTEM

11.1. First Year (Level 4.5):

A student shall be declared to have successfully completed the Level 4.5, if he/she acquires credits as per clause 12.

11.2. Second Year (Level 5):

A student shall be declared to have successfully completed the Level 5, if he/she acquires credits as per clause 12.

The student shall be given the single chance at the entry of level 5 to interchange the major and minor subjects, however, in such cases, it will be responsibility of the students to earn additional credits to fulfil the minimum requirement of credits prescribed for the major course; and only after fulfilment of such credits he/she will be entitled to earn an Undergraduate Diploma or an Undergraduate Degree.

11.3. Third Year (Level 5.5):

A student shall be declared to have successfully completed the Level 5.5, if he/she acquires credits as per clause 12.

11.4. Fourth Year (Level 6):

(a) <u>Bachelor with Honours:</u>

A student shall be declared to have successfully completed the Level 6 for Bachelor with Honours degree, if he/she acquires credits as per clause 12.

(b)   <u>Bachelor with Research:</u>

A student shall be declared to have successfully completed the Level 6 for Bachelor with Research degree, if he/she acquires credits as per clause 12.

The nomenclature of degrees shall strictly conform to the relevant provisions of the act / regulations / guidelines of the UGC. The mode of delivery and syllabus will be decided by the board of studies.

11.5. Credit Distribution for Semester:

The credit distribution for first to eight semesters related to Levels 4.5 to 6 shall be as per clause 12.

11.6. Additional Courses:

In the categories of Core Elective (minor) subject, generic elective and skill enhancement courses/vocational courses, a student may earn up to additional 6 credits per year in the entire tenure of 3-year undergraduate degree programme after paying due fees for registration and examination.

12. Structure for Undergraduate Programme: UGC CBCS System for Universities / Autonomous Colleges

Level	Semester	Main Faculty (as per prerequisite) Subject I Core Skill (Major)	Main Faculty Subject II Skill Elective (Minor)	Any Faculty Subject III Generic Elective Course	Skill Enhancement Course (SEC) Vocational Course	Ability Enhancement Course (AEC)	DSSE	Field projects/internship/apprenticeship/community engagement and service # Inter/Intra Faculty	Credits	Qualification title(Credit requirement)
Level5	1	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	
	2	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	(40) Undergraduate Certificate in Main Faculty
Level6	3	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	
	4	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	(80) Undergraduate Diploma in Main Faculty
Level7	5	1 (6 Credits)	1 (6 Credits)		1 (4 Credits)		CDSE-1 (4credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	
	6	1 (6 Credits)					CDSE-2 (4credits) DSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	(120) Bachelor Degree in Main Faculty
Level8	7	1 (6 Credits)	Research Methodology (4 Credits)				CDSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	
	8	1 (6 Credits)	1 (4 Credits)					1 (10Credits) Research Project	6+4 +10 =20	(160) Bachelor Degree (Honours) in Main faculty *Bachelor Degree (Research) in Main faculty*
Total		48 Credits	32 Credits	16 Credits	12 Credits	08 Credits	16 credits	28 Credits	160 Credits	

13. **Choice to Select the MOOC Courses:**

a. The SOS can allow up to 40% of the total credits being offered in a particular programme in a semester through the online learning courses provided under University MOOC/ SWAYAM platform/ on the job training or any other MOOC platform recognised by the central government or the state government for credit transfer.

b. The students will have the choice to opt elective-generic/Skill Enhancement/Ability Enhancement courses from the courses available. An alternate choice will also be available to the students to opt courses from Massive Open Online Courses (MOOCs) available at University MOOC, SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds) platform.

c. The students can also opt a course under DSE of Major subject from Massive Open Online Courses (MOOCs) available at University MOOC/ SWAYAM platform.

d. The University will take a decision for allowing the online courses of University MOOC/ SWAYAM if:

    (i) The courses offered on University MOOC / SWAYAM would supplement the teaching-learning process in the institution.

    (ii) Every student opting a course available on University MOOC / SWAYAM platform would be required to register for the course at University MOOC /SWAYAM.

    (iii) While allowing the online learning courses offered by University MOOC /SWAYAM, it shall be ensured that the physical facilities like laboratories, computer facilities and library etc. essential for pursuing the courses shall be made available.

f. The requirement of project/dissertation, as notified by the University need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the National and State Laboratories /Institutes/Universities/ Companies /Industries with the approval of the University.

14. Requirement of attendance will be as per University Ordinance governing the examinations. In general attendance of at least seventy-five percent of theory lectures, practicals, On the Job training, Apprenticeship, blended learning etc separately will be required in each course to sit in the semester end examination.

For special reasons such as prolonged illness or any other specified reason, deficiency in percentage of attendance may be condoned by the Vice Chancellor.

15. **Examination & Evaluation:**

15.1 Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

15.2 The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written test/Quiz/Seminar/Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, on the job training, apprenticeship appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the University. In case of internal assessment, the University shall distribute and design their assessment in a semester.

15.3 Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 16.4.

15.4 The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79

B+	7	Good	60-69
B	6	Above Average	50-59
C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

15.5　　In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

15.6　　If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

15.7　　The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

15.8   On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

15.9   In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

15.10   The provision for review of answer book in semester system will be available as per the existing rules of the University.

15.11   The theoretical and practical courses can be repeated whenever offered or conducted by the University but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

Table 3: Structure of Credit Course (Semester System)

#	Course (Credit)	Course Type	Credits Allocated			Distribution of Theory Marks		Distribution of Practical Marks		Tutorial Marks
			Theory	Practical	Tutorial	Internals (Through CCE)	External (End Semester Exam)	Internal	External (End Semester Practical Exam)	
1	Core/GE/DSE (6)	Type-1	6	NA	NA	40	60	NA	NA	NA
2	Core/DSE/GE (6)	Type-2	4	2	NA	40	60	40	60	NA
3	Core/DSE/GE (6)	Type-3	2	4	NA	40	60	50 (Through CCE)	50	NA
4	Core/DSE/GE (6)	Type-4	5	NA	1	40	60	NA	NA	100
5	DSE/SEC (Vocational Courses) (4)	Type-1	4	0	NA	40	60	NA	NA	NA
6	DSE/SEC (Vocational Courses) (4)	Type-2	3	1 (P,T,W,etc)	NA	40	60	NA	100	NA
7	DSE/SEC (Vocational Courses) (4)	Type-3	1	3 (P,T,W,etc)	NA	40	60	50 (Through CCE)	50	NA
8	DSE/SEC (Vocational Courses)(4)	Type-4	3	NA	1	40	60	NA	NA	100
9	AECC (Foundation Course) (4)	Type-1	4	NA	NA	40	60	NA	NA	NA
10	Field-Projects / Internship / Apprenticeship / Community engagement & service/Research Project (6)	NA	(xi) Field-Projects / Internship / Apprenticeship / Community engagement & service: 4 Credits (75 Marks) (xii) Evaluation of Report 2 Credit (25 Marks)							
11	Research Methodology(4)	Type-4	3	NA	1	40	60	NA	NA	100
12	Dissertation (10)	NA	Evaluation of Thesis: 6 Credits (50 Marks)+ Pre submission viva-voce: 2 Credit (25 Marks)+ External viva-voce: 2 Credit (25 Marks)							

16.   **Evaluation and Certification of MOOCs and Vocational courses:**

The guidelines of the University/SWAYAM portal/UGC shall be followed for evaluation and certification of MOOCs, Vocational courses, Field Projects/Internship/ Apprenticeship/Community engagement & service/Research Project.

17.   **Calculation of SGPA /CGPA:**

The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be calculated as weighted average of credit points secured by the student, except the credits of additional courses, if any. The, SGPA and CGPA shall be rounded off up to 2 decimal places and reported in the grade sheet.

18.   On completing all requirements for award of the undergraduate certificate / diploma / degree, the CGPA will be calculated and this value will be indicated on the certificate / diploma / degree. The 3-years and 4-years undergraduate degrees should also indicate the Division obtained as follows:

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 8.00 or above
First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.50 above but less than 8.0
Second division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 5.00 or above but less than 6.50
Pass	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 4.00 or above but less than 5.00

The conversion of CGPA into percentage will be as follow to facilitate its application in other academic matters:

Equivalent Percentage = CGPA x10

The percentage will be rounded off upto second decimal point.

19. The student will be examined by the university as per the prevailing syllabus and scheme of examination.

20. The candidate shall be awarded a certificate/diploma/degree when he/she successfully earns the minimum requiste credits for the certificate/diploma/degree.

21. A Grade Card shall be issued to all the students after every semester based on the grades earned. The course details (code, title, number of credits, grade secured) along with SGPA of every semester and CGPA earned till that Academic Year will be displayed in the grade card.

22. **Credit Transfer:**

     22.1   The credit transfer shall be implemented as per the policy of the university framed in accordance with the guidelines issued by the UGC from time to time.

     22.2   The member institutions of the Academic Bank of Credit established vide University Grants Commission (Establishment and Operation of Academic Bank Of Credits in Higher Education) Regulations, 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.

     22.3   Except for the cases of provisional promotions, the universities established by M.P. University Act, 1973 shall facilitate credit transfer of students between them. However, the student may be required to fulfil some eligibility criteria, drawing parity for a course, framed by the university in which the admission is sought by the student.

23. If any question arises relating to the interpretation of the provisions of this ordinance, it shall be referred to the Academic Council of the University whose decision thereon shall be applicable.

24. The guidelines, related to this programme, issued by the statutory bodies e.g. UGC/AICTE/BCI/NCTE/PCI/RCI etc. issued from time to time will be adopted for implementation.

25. In matters not covered under this Ordinance, general rules of the University shall be applicable; otherwise the directions of the state government shall be applicable.

If UGC notifies any change in future in its Regulations in this regard, then the same will be incorporated in the existing Ordinance with the approval of the governing body of the University and shall be implemented with immediate effect.

26. **General :**

26.1 The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

26.2 This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

26.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

26.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 15

Three Years (Six Semesters) /Four Year Honour's / Research) Under Graduate Degree Programs

Bachelor of Computer Applications (B.C.A.) (Data Science/AI/ML /IT)

NCrF Level – 4.5, 5, 5.5 and 6

(As per the "Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions" issued by UGC, New Delhi under National Education Policy 2020)

1. The provisions of this Ordinance shall apply to the three-year/six-semester Bachelor's degree or four-year/eight-semester Bachelor's degree (Honours/Research) undergraduate programmes Bachelor of Computer Application (B.C.A.) BCA (Data Science/AI/ML /IT) More Skill Specialization can be offered under this programme as per recommendation of Board of Studies.

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Grade 12 School Leaving Certificate from Board of Secondary Education, Madhya Pradesh, Bhopal or an equivalent examination from any other board recognised by the State Government/University with 45% marks and mathematics as compulsory or an additional subject or earned appropriate credits as per NSQF will be eligible for admission to these undergraduate programmes.

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5.   Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6.   The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website .

7.   Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year/third year/fourth year* of a first-degree programme, if the student has successfully completed the first year/second year/third year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8.   To enable multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, and degree are organized in a series of levels in an ascending order from level 4.5 to level 6. Level 4.5 represents certificate and level 6 represents Bachelor Degree (Honours/Research) (Table 1). However the nomenclature of degrees will be as per clause 22 of Act of University Grants Commission. The four-year undergraduate programme shall comprise courses under following subjects/Categories:

    i)   Core Skills Course (Major) (**48 credits**)

    ii)   Core Elective Skills Course (Minor) (**32 credits**)

    iii)   Generic Elective (**16 credits**)

    iv)   Core Discipline Skill Elective (**16 credits**) (**for Honours/Research**)

    v)   Skill Enhancement Courses/Vocational Courses (**12 credits**)

    vi)   Ability Enhancement Courses (**08 credits**)

    vii)   Field projects/internship/apprenticeship/community engagement and service/ research project (**28 credits**).

The *entry and exit* options for students, who enter the undergraduate programme, are as follows:

1st Year

Entry 1: The entry requirement for Level 4.5 is successful completion of Class 12 or level 4 from M.P. Board of Secondary Education, Bhopal or an equivalent examination from any other board recognised by the State Government/University. A programme of study leading to entry into the first year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 1: If a student passes all the courses of Level 4.5 and earns requisite number of credits, the student will become entitled for *Undergraduate certificate in the faculty of her/his Major Subject*. If she/he wants to exit, can exit the programme with *Undergraduate certificate* in hand.

2nd Year

Entry 2. The entry requirement for *Level 5 is successful completion of Level 4.5.* A programme of study leading to the second year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 2: If a student passes all the courses of Level 5 and earns requisite number of credits, the student becomes entitled for *Undergraduate* Diploma *in the faculty of her/his Major Subject*.If she/he wants to exit, can exit the programme with *Undergraduate Diploma* in hand. A diploma requires 80 credits with 40 credits in each of the two levels.

3rd Year

Entry 3. The entry requirement for *Level 5.5 is successful completion of 5.* A programme of study leading to the Bachelor's degree is open to those who have met the admission requirements.

*Exit 3:*If the student passes all the courses of Level 5.5 i.e. first to six semesters and earns requisite number of credits, the student becomes entitled for the *Undergraduate Degree in the faculty of her/his Major Subject.* A Bachelor's degree requires 120 credits from level 5 to 7, with 40 credits at level 4.5, 40 credits at level 5, and 40 credits at level 5.5.

4th Year

Entry 4. An individual seeking admission to a *Bachelor's degree (Honours/Research) (Level 6)* in a specified field of learning would have completed all requirements of the relevant *three-year bachelor degree (Level 5.5)*. After completing the requirements of a three-year Bachelor's degree, candidates who meet a minimum CGPA of 7.5 shall be allowed to continue studies in the fourth year of the undergraduate programme to pursue and complete the Bachelor's (Honours/ Research) degree.

*Exit 4:*If the student passes all the courses of level 4.5 to 5.5 and earns the requisite credits, the student becomes entitled for *Undergraduate Degree (Honours/Research) in the faculty of her/his the Major Subject*. A Bachelor's degree (Honours/Research) requires a total of 160 credits from level 5 to 8, with 40 credits at level 4.5, 40 credits at level 5, 40 credits at level 5.5, and 40 credits at level 6.

Table 1. Qualification Type and Credit Requirements

Levels	Qualification title	Credit requirements
Level 4.5	Undergraduate Certificate in the faculty of the Major Subject for those who exit after the first year (two semesters) of the undergraduate programme. (Programme duration: first year or two semesters of the undergraduate programme)	40
Level 5	Undergraduate Diploma in the faculty of the Major Subject for those who exit after two years (four semesters) of the undergraduate programme (Programme duration: First two years or four semesters of the undergraduate programme)	80
Level 5.5	Bachelor' Degree in the faculty of the Major Subject (Programme duration: Three years or six semesters)	120
Level 6	Bachelor' Degree in the faculty of Major Subject	160

	(Honours/Research) (Programme duration: Four years or eight semesters).	

The credits will be awarded by the university. The credit can be calculated as follows:

- One hour of theory or one hour of tutorial or two hours of laboratory work, per week for a duration of 15 weeks resulting in the award of **one credit;**

- Credits' for internship shall be **one credit per week** of internship, subject to a **maximum of six credits in a semester**.

9. The minimum duration of the *undergraduate degree programme* shall be of three academic years/six semesters whereas that of *undergraduate degree leading to Honours/Research* shall be of four academic years/eight semesters.

- A student who leaves the course anytime in the middle of the programme will retain the credits earned so far which will be restored/transferred as and when she/he enters the programme again.

The maximum duration for completion of *Undergraduate Degree* and *Undergraduate Degree (Honours/Research)* programme for regular students shall be of 6 and 8 years, respectively; there shall be no such bar for non-collegiate (private) students.

10. **TYPES OF COURSES**

Each of the subject/categories (i) to (vi) as specified in clause 8 shall comprise of courses. Courses are the basic units of education and/or training. Types of courses shall be as follows:

10.1. **Core Skill Course (Major) :** Such courses which shall compulsorily be studied by the student as a core requirement of the programme.

10.2. **Core Elective Skill Course (Minor) :** Generally a course, which can be chosen by the student from a pool of courses, which is specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure of some other discipline / subject / domain to nurture the candidate's proficiency or skill is called an Elective Course.

10.2.1 **Core Discipline Specific Elective Skill (DSES) Course:**

Elective courses offered from the main discipline/subject of study are referred to as Discipline Specific Elective. The University may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline / subject of study).

10.2.2 Skill Dissertation/Project:

An elective course designed to acquire special / advanced knowledge, such as supplement study / support study to a project work, and a student studies such a course on his own with an advisory support by a teacher / faculty member is called dissertation / project. It is considered as a special course involving application of knowledge in solving / analysing / exploring a real life situation/ difficult problem for bachelor degree with honours/research. A Project/ Dissertation work would be of credits, as decided by the competent body. The student will do this work under the guidance of a faculty member.

10.2.3 Generic Elective (GE) Course:

An elective course chosen generally from an unrelated discipline / subject, with an intention to seek exposure of other field is called a Generic Elective course.

P.S.: A core course offered in a discipline / subject may be treated as an elective by other discipline / subject and vice-versa and such electives may also be referred to as Generic Elective Course.

3. **Ability Enhancement Courses (AEC):**

The Ability Enhancement Courses (AEC) are of two types:

- Ability Enhancement Compulsory Courses (AECC)

- Skill Enhancement Courses (SEC) or Vocational Courses.

  "AECC" courses are the courses based upon the content that leads to Knowledge enhancement, such as;

- Environmental Education

- English/Hindi Communication are mandatory for all disciplines.

  SEC courses are value-based / skill-based and may also be designed to focus on enhancement of skills pertaining to the Major Subject. They are aimed to provide hands-on-training, competencies, skills, etc.   .

10.4.   The syllabus for a specific programme and mode of delivery will be decided by the concerned Board of Studies of the University.

11.   STRUCTURE FOR UNDERGRADUATE PROGRAMME: SEMESTER SYSTEM

11.1.   **First Year (Level 4.5):**

A student shall be declared to have successfully completed the Level 4.5, if he/she acquires credits as per clause 12.

11.2.   **Second Year (Level 5):**

A student shall be declared to have successfully completed the Level 5, if he/she acquires credits as per clause 12.

The student shall be given the single chance at the entry of level 5 to interchange the major and minor subjects, however, in such cases, it will be responsibility of the students to earn additional credits to fulfil the minimum requirement of credits prescribed for the major course; and only after fulfilment of such credits he/she will be entitled to earn an Undergraduate Diploma or an Undergraduate Degree.   .

11.3.   **Third Year (Level 5.5):**

A student shall be declared to have successfully completed the Level 5.5, if he/she acquires credits as per clause 12.

11.4.   **Fourth Year (Level 6):**

(a)   **Bachelor with Honours:**

A student shall be declared to have successfully completed the Level 6 for Bachelor with Honours degree, if he/she acquires credits as per clause 12.

(b)　　**Bachelor with Research:**

A student shall be declared to have successfully completed the Level 6 for Bachelor with Research degree, if he/she acquires credits as per clause 12.

The nomenclature of degrees shall strictly conform to the relevant provisions of the act / regulations / guidelines of the UGC. The mode of delivery and syllabus will be decided by the board of studies.

11.5.　Credit Distribution for Semester:

The credit distribution for first to eight semesters related to Levels 4.5 to 6 shall be as per clause 12.

11.6.　Additional Courses:

In the categories of Core Elective (minor) subject, generic elective and skill enhancement courses/vocational courses, a student may earn up to additional 6 credits per year in the entire tenure of 3-year undergraduate degree programme after paying due fees for registration and examination.

12. Structure for Undergraduate Programme: UGC CBCS System for Universities / Autonomous Colleges

Level	Semester	Main Faculty (as per prerequisite)		Any Faculty	Skill Enhancement Course (SEC)	Ability Enhancement Course (AEC)	DSSE	Field projects/internship/apprenticeship/community engagement and service	Credits	Qualification title (Credit requirement)
		Subject I	Subject II	Subject III	Vocational Course			# Inter/Intra Faculty		
		Core Skill (Major)	Skill Elective (Minor)	Generic Elective Course						
Level5	1	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	
Level5	2	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	(40) Undergraduate Certificate in Main Faculty
Level6	3	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	
Level6	4	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	(80) Undergraduate Diploma in Main Faculty
Level7	5	1 (6 Credits)			1 (4 Credits)		CDSE-1 (4credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	
Level7	6	1 (6 Credits)					CDSE-2 (4credits) DSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	(120) Bachelor Degree in Main Faculty
Level8	7	1 (6 Credits)	Research Methodology (4 Credits)				CDSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	(160) Bachelor Degree (Honours) in Main faculty
Level8	8	1 (6 Credits)	1 (4 Credits)					1 (10Credits) Research Project	6+4+10 =20	*Bachelor Degree (Research) in Main faculty*
Total		48 Credits	32 Credits	16 Credits	12 Credits	08 Credits	16 credits	28 Credits	160 Credits	

13. **Choice to Select the MOOC Courses:**

a. The SOS can allow up to 40% of the total credits being offered in a particular programme in a semester through the online learning courses provided under University MOOC/ SWAYAM platform/ on the job training or any other MOOC platform recognised by the central government or the state government for credit transfer.

b. The students will have the choice to opt elective-generic/Skill Enhancement/Ability Enhancement courses from the courses available. An alternate choice will also be available to the students to opt courses from Massive Open Online Courses (MOOCs) available at University MOOC, SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds) platform.

c. The students can also opt a course under DSE of Major subject from Massive Open Online Courses (MOOCs) available at University MOOC/ SWAYAM platform.

d. The University will take a decision for allowing the online courses of University MOOC/ SWAYAM if:

    (i) The courses offered on University MOOC / SWAYAM would supplement the teaching-learning process in the institution.

    (ii) Every student opting a course available on University MOOC / SWAYAM platform would be required to register for the course at University MOOC /SWAYAM.

    (iii) While allowing the online learning courses offered by University MOOC /SWAYAM, it shall be ensured that the physical facilities like laboratories, computer facilities and library etc. essential for pursuing the courses shall be made available.

f. The requirement of project/dissertation, as notified by the University need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the National and State Laboratories /Institutes/Universities/ Companies /Industries with the approval of the University.

14. Requirement of attendance will be as per University Ordinance governing the examinations. In general attendance of at least seventy-five percent of theory lectures, practicals, On the Job training, Apprenticeship, blended learning etc separately will be required in each course to sit in the semester end examination.

For special reasons such as prolonged illness or any other specified reason, deficiency in percentage of attendance may be condoned by the Vice Chancellor.

15. **Examination & Evaluation:**

15.1   Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

15.2   The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written test/Quiz/Seminar/Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, on the job training, apprenticeship appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the University. In case of internal assessment, the University shall distribute and design their assessment in a semester.

15.3   Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 16.4.

15.4   The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79

B+	7	Good	60-69
B	6	Above Average	50-59
C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

15.5   In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

15.6   If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

15.7   The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

15.8   On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

15.9   In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

15.10   The provision for review of answer book in semester system will be available as per the existing rules of the University.

15.11   The theoretical and practical courses can be repeated whenever offered or conducted by the University but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

Table 3: Structure of Credit Course (Semester System)

#	Course (Credit)	Course Type	Credits Allocated			Distribution of Theory Marks		Distribution of Practical Marks		Tutorial Marks
			Theory	Practical	Tutorial	Internals (Through CCE)	External (End Semester Exam)	Internal	External (End Semester Practical Exam)	
1	Core/GE/DSE (6)	Type-1	6	NA	NA	40	60	NA	NA	NA
2	Core/DSE/GE (6)	Type-2	4	2	NA	40	60	40	60	NA
3	Core/DSE/GE (6)	Type-3	2	4	NA	40	60	50 (Through CCE)	50	NA
4	Core/DSE/GE (6)	Type-4	5	NA	1	40	60	NA	NA	100
5	DSE/SEC (Vocational Courses) (4)	Type-1	4	0	NA	40	60	NA	NA	NA
6	DSE/SEC (Vocational Courses) (4)	Type-2	3	1 (P,T,W,etc)	NA	40	60	NA	100	NA
7	DSE/SEC (Vocational Courses) (4)	Type-3	1	3 (P,T,W,etc)	NA	40	60	50 (Through CCE)	50	NA
8	DSE/SEC (Vocational Courses)(4)	Type-4	3	NA	1	40	60	NA	NA	100
9	AECC (Foundation Course) (4)	Type-1	4	NA	NA	40	60	NA	NA	NA
10	Field-Projects / Internship / Apprenticeship / Community engagement & service/Research Project (6)	NA	(xiii) Field-Projects / Internship / Apprenticeship / Community engagement & service: **4** Credits *(75 Marks)* (xiv) Evaluation of Report **2** Credit *(25 Marks)*							
11	Research Methodology(4)	Type-4	3	NA	1	40	60	NA	NA	100
12	Dissertation (10)	NA	Evaluation of Thesis: 6 Credits *(50 Marks)*+ Pre submission viva-voce: 2 Credit *(25 Marks)*+ External viva-voce: 2 Credit *(25 Marks)*							

16. **Evaluation and Certification of MOOCs and Vocational courses:**

The guidelines of the University/SWAYAM portal/UGC shall be followed for evaluatic and certification of MOOCs, Vocational courses, Field Projects/Internship Apprenticeship/Community engagement & service/Research Project.

17. **Calculation of SGPA /CGPA:**

The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA will be calculated as weighted average of credit points secured by the student, except the credits of additional courses, if any. The, SGPA and CGPA shall be rounded off up to 2 decimal places and reported in the grade sheet.

18. On completing all requirements for award of the undergraduate certificate / diploma / degree, the CGPA will be calculated and this value will be indicated on the certificate / diploma / degree. The 3-years and 4-years undergraduate degrees should also indicate the Division obtained as follows:

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 8.00 or above
First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.50 above but less than 8.0
Second division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 5.00 or above but less than 6.50
Pass	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 4.00 or above but less than 5.00

The conversion of CGPA into percentage will be as follow to facilitate its application in other academic matters:

Equivalent Percentage = CGPA x10

The percentage will be rounded off upto second decimal point.

19. The student will be examined by the university as per the prevailing syllabus and scheme of examination.

20. The candidate shall be awarded a certificate/diploma/degree when he/she successfully earns the minimum requiste credits for the certificate/diploma/degree.

21. A Grade Card shall be issued to all the students after every semester based on the grades earned. The course details (code, title, number of credits, grade secured) along with SGPA of every semester and CGPA earned till that Academic Year will be displayed in the grade card.

22. **Credit Transfer:**

    22.1   The credit transfer shall be implemented as per the policy of the university framed in accordance with the guidelines issued by the UGC from time to time.

    22.2   The member institutions of the Academic Bank of Credit established vide University Grants Commission (Establishment and Operation of Academic Bank Of Credits in Higher Education) Regulations, 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.

    22.3   Except for the cases of provisional promotions, the universities established by M.P. University Act, 1973 shall facilitate credit transfer of students between them. However, the student may be required to fulfil some eligibility criteria, drawing parity for a course, framed by the university in which the admission is sought by the student.

23. If any question arises relating to the interpretation of the provisions of this ordinance, it shall be referred to the Academic Council of the University whose decision thereon shall be applicable.

24. The guidelines, related to this programme, issued by the statutory bodies e.g. UGC/AICTE/BCI/NCTE/PCI/RCI etc. issued from time to time will be adopted for implementation.

25. In matters not covered under this Ordinance, general rules of the University shall be applicable; otherwise the directions of the state government shall be applicable.

If UGC notifies any change in future in its Regulations in this regard, then the same will be incorporated in the existing Ordinance with the approval of the governing body of the University and shall be implemented with immediate effect.

26. **General :**

26.1 The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

26.2 This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

26.3 All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

26.4 The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 16

Bachelor of Business Administration (B.B.A.)
Three Years (Six Semesters) /
Four Year (Honour's / Research) Eight Semester
Under Graduate Degree Programs

1. The provisions of this Ordinance shall apply to the three-year/six-semester Bachelor's degree or four-year/eight-semester Bachelor's degree (Honours/ Research) undergraduate programmes Bachelor of Business Administration (B.B.A) in regular mode.

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS).

3. The ordinance intent to follow **National Education Policy 2020** and provisions and guidelines of **National skill Qualifications Framework (NSQF), National Credit Framework (NCrF) and Curriculum and Credit Framework for Undergraduate Programmes, UGC.**

4. Eligibility: Students who have successfully completed Grade 12 or equivalent examination from Board of Secondary Education, Madhya Pradesh, Bhopal, CBSE, ICSE, Open Education etc from any other board recognized by the State Government/ University or earned appropriate credits as per NSQF/ NCrF will be eligible for admission to these undergraduate programmes.

    Note: Candidate who is appearing or has appeared for any qualifying examination can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade within the time limits issues by the government.

5. Admissions: The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC, other statutory bodies and government.

6. Reservation for SC, ST, OBC etc will be applicable as per policy issued by the government from time to time.

7. **Fee Structure –**

i. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time, and shall be payable by the students at the beginning of each year/ semester. The fee structure shall be determined in consultation with the Madhya Pradesh Private Universities Regulatory Commission.

ii. Registrar shall notify the quantum of fees payable and the schedule of registration before the commencement of the program.

iii. Cancellation and refund of fees will be as per directive of the state govt./regulatory authorities.

8. Number of Seats: The in-take capacity shall be determined by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and other statutory bodies.

9. Academics: The key anchors of NEP-20, provisions and guidelines of National skill Qualifications Framework (NSQF), National Credit Framework (NCrF) and Curriculum and Credit Framework for Undergraduate Programmes are used to implement, multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, and degree are organized in a series of levels in an ascending order from level 4.5 to level 6. Level 4.5 represents certificate and level 6 represents Bachelor Degree (Honours/Research) (Table 1). The four-year undergraduate programme shall comprise courses in subject catagoris Core Skills Course majors, core Elective Skills Course (Minor, Generic Elective, Core Discipline Skill Elective, Skill Enhancement Courses/Vocational Courses, Ability Enhancement Courses, Field projects/internship/apprenticeship/community engagement and service/ research project subjects Categories.

The detailed schemes of Credits, will follow provisions and guidelines of National skill Qualifications Framework (NSQF), National Credit Framework (NCrF) and Curriculum and Credit Framework for Undergraduate Programmes, **will be notified separately in consultation with MPPURC.**

The *entry and exit* options for students, who enter the undergraduate programme, are as follows:

1st Year

Entry 1: The entry requirement for Level 4.5 is successful completion of Class 12 or level 4 from M.P. Board of Secondary Education, Bhopal or an equivalent examination from any other board recognised by the State Government/University. A programme of study leading to entry into the first year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 1: If a student passes all the courses of Level 4.5 and earns requisite number of credits (as per NCrF), the student will become entitled for *Undergraduate certificate in the faculty of her/his Major Subject*. If she/he wants to exit, can exit the programme with *Undergraduate certificate* in hand.

2nd Year

Entry 2. The entry requirement for *Level 5 is successful completion of Level 4.5*. A programme of study leading to the second year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 2: If a student passes all the courses of Level 5 and earns requisite number of credits (as per NCrF), the student becomes entitled for *Undergraduate Diploma in the faculty of her/his Major Subject*. If she/he wants to exit, can exit the programme with *Undergraduate Diploma* in hand. A diploma requires 80 credits with 40 credits in each of the two levels.

3rd Year

Entry 3. The entry requirement for *Level 5.5 is successful completion of 5*. A programme of study leading to the Bachelor's degree is open to those who have met the admission requirements.

Exit 3: If the student passes all the courses of Level 5.5 i.e. first to six semesters and earns requisite number of credits (as per NCrF), the student becomes entitled for the *Undergraduate Degree in the faculty of her/his Major Subject*. A Bachelor's degree

requires 120 credits from level 5 to 7, with 40 credits at level 4.5, 40 credits at level 5 and 40 credits at level 5.5.

4th Year

Entry 4. An individual seeking admission to a *Bachelor's degree (Honours/Research, (Level 6)* in a specified field of learning would have completed all requirements of the relevant *three-year bachelor degree (Level 5.5).* After completing the requirements of a three-year Bachelor's degree, candidates who meet a minimum CGPA of 7.5 shall be allowed to continue studies in the fourth year of the undergraduate programme to pursue and complete the Bachelor's (Honours/ Research) degree.

Exit 4: If the student passes all the courses of level 4.5 to 5.5 and earns the requisite credits, the student becomes entitled for *Undergraduate Degree (Honours/Research) in the faculty of her/his the Major Subject.* A Bachelor's degree (Honours/Research) requires a total of 160 credits from level 5 to 8, with 40 credits at level 4.5, 40 credits at level 5, 40 credits at level 5.5, and 40 credits at level 6.

10. Additional Seats: The university may create, depending upon the academic and physical facilities available, upto 10% additional seats over and above the sanctioned strength to accommodate the request for a change of Major (subject). The university may charge separately from the candidate opted for additional Major.

Table 1. Qualification Type and Credit Requirements

(To be redefine with Detailed Credit Scheme)

Levels	Qualification title	Credit requirements
Level 4.5	Undergraduate Certificate in the faculty of the Major Subject for those who exit after the first year (two semesters) of the undergraduate programme. (Programme duration: first year or two semesters of the undergraduate programme)	40
Level 5	Undergraduate Diploma in the faculty of the Major Subject for those who exit after two years (four	80

		semesters) of the undergraduate programme (Programme duration: First two years or four semesters of the undergraduate programme)	
	Level 5.5	Bachelor' Degree in the faculty of the Major Subject (Programme duration: Three years or six semesters)	120
	Level 6	Bachelor' Degree·in the faculty of Major Subject (Honours/Research) (Programme duration: Four years or eight semesters).	160

The credits will be awarded by the university. The credit can be calculated as follows:

- One hour of theory or one hour of tutorial or two hours of laboratory work, per week for a duration of 15 weeks resulting in the award of **one credit**;

- Credits' for internship shall be *one credit per week* of internship, subject to a *maximum of six credits in a semester*.

9. The minimum duration of the *undergraduate degree programme* shall be of three academic years/six semesters whereas that of *undergraduate degree leading to Honours/Research* shall be of four academic years/eight semesters.

10. A student who leaves the course anytime in the middle of the programme will retain the credits earned so far which will be restored/transferred as and when she/he enters the programme again. Academic Bank of Credits will be used to save credits earn by a candidate.

- The maximum duration for completion of *Undergraduate Degree* and *Undergraduate Degree (Honours/Research)* programme for regular students shall be of 6 and 8 years, respectively.

11. Types of the subject/categories may include: Marketing and Sales/ HR/ Computer Application/ International Business/ Event Management/ Entrepreneurships and Startups/ Hospitality Management/ Tour and Travel Management/ Catering Technology and Cullinary Arts/ Logistics/ BFSI/ Office Administration. Secretarial Practice and Entrepreneurship/ Financial Accounting etc. University may include new

subjects as per the need of industries/ society etc with due consideration in Board of Studies (BoS).

12. **Choice to Select the MOOC Courses:** The SOS can allow up to 40% of the total credits being offered in a particular programme in a semester through the online learning courses provided under University MOOC/ SWAYAM platform/ on the job training or any other MOOC platform recognised by the central government or the state government for credit transfer.

The requirement of project/dissertation, as notified by the University need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the National and State Laboratories /Institutes/Universities/ Companies /Industries with the approval of the University.

The provision of MOOCs / projects/ dissertation etc will be incorporated with detailed Credit Scheme.

13. Requirement of attendance will be as per University Ordinance governing the examinations. In general attendance of at least seventy-five percent of theory lectures, practicals, On the Job training, Apprenticeship, blended learning etc separately will be required in each course to sit in the semester end examination.

For special reasons such as prolonged illness or any other specified reason, deficiency in percentage of attendance may be condoned by the Vice Chancellor.

13.   Examinations & Evaluation:

Examinations will consist of two components internal and external. Internal component will be contains three test (best two be considered). The third test includes assignments/projects/field work etc. are assigned by the faculty concern. External component will be end semester examination consist of questions/ practical/cases etc as per specified in syllabus. . The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

The detailed examination Scheme, Criterion to pass in the Examination, to awards grades and division etc will be elaborate separately along with Credit scheme.

14 **Evaluation and Certification of MOOCs and Vocational courses:**

The guidelines of the University/SWAYAM portal/UGC shall be followed for evaluation and certification of MOOCs, Vocational courses, Field Projects/Internship/ Apprenticeship/Community engagement & service/Research Project.

15 The student will be examined by the university as per the prevailing syllabus and scheme of examination.

16 The candidate shall be awarded a certificate/diploma/degree when he/she successfully earns the minimum requisite credits for the certificate/diploma/degree.

17 **Credit Transfer:**

The credit transfer shall be implemented as per the policy of the university framed in accordance with the guidelines issued by the UGC from time to time.

The member institutions of the Academic Bank of Credit established vide University Grants Commission (Establishment and Operation of Academic Bank Of Credits in Higher Education) Regulations, 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.

Except for the cases of provisional promotions, the universities established by M.P. University Act, 1973 shall facilitate credit transfer of students between them. However, the student may be required to fulfil some eligibility criteria, drawing parity for a course, framed by the university in which the admission is sought by the student.

18 If any question arises relating to the interpretation of the provisions of this ordinance, it shall be referred to the Academic Council of the University whose decision thereon shall be applicable.

19 The guidelines, related to this programme, issued by the statutory bodies e.g. UGC/AICTE/BCI/NCTE/PCI/RCI etc. issued from time to time will be adopted for implementation.

20 In matters not covered under this Ordinance, general rules of the University shall be applicable; otherwise the directions of the state government shall be applicable.

If UGC, Government, Regulatory Bodies etc notifies any change in NEP 20, its Regulations etc, then the same will be incorporated in the existing Ordinance with the approval of the governing body of the University and shall be implemented with immediate effect.

21. **General :**

a. The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for their students.

b. This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/ Central Government/ State government/ MPPURC/ any regulatory body according constitute/ NEP 2020/ National skill Qualifications Framework (NSQF), National Credit Framework (NCrF) and Curriculum and Credit Framework for Undergraduate Programmes, UGC, automatically applicable to this ordinance.

c. All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

d. The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned in the list of subjects i.e. Detailed Credit Scheme (ordinance No. 8). Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

e. The university will follow all the guidelines, provisions, directives laid down by respective regulatory authorities and Government Bodies. UGC/ Central Government/ State government/ MPPURC/ any regulatory body according constitute/ NEP 2020/ National skill Qualifications Framework (NSQF), National Credit Framework (NCrF) and Curriculum and Credit Framework for Undergraduate Programmes, UGC.

ORDINANCE NO. 17

Three Years (Six Semesters) /Four Year Honour's / Research) Under Graduate Degree Programs

Bachelor of Physical Education and Sports (BPES)

NCrF Level – 4.5, 5, 5.5 and 6

(As per the "Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions" issued by UGC, New Delhi under National Education Policy 2020)

1. The provisions of this Ordinance shall apply to the three-year/six-semester Bachelor's degree or four-year/eight-semester Bachelor's degree (Honours/ Research) undergraduate programmesBachelor of Physical Education and Sports (B.P.E.S.).

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Grade 12 School Leaving Certificate from Board of Secondary Education, Madhya Pradesh, Bhopal or an equivalent examination from any other board recognised by the State Government/University or earned appropriate credits as per NSQF will be eligible for admission to these undergraduate programmes.

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5.   Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6.   The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website .

7.   Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year/third year/fourth year* of a first-degree programme, if the student has successfully completed the first year/second year/third year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8.   To enable multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, and degree are organized in a series of levels in an ascending order from level 4.5 to level 6. Level 4.5 represents certificate and level 6 represents Bachelor Degree (Honours/Research) (Table 1). However the nomenclature of degrees will be as per clause 22 of Act of University Grants Commission. The four-year undergraduate programme shall comprise courses under following subjects/Categories:

i)   Core Skills Course (Major) **(48 credits)**

ii)   Core Elective Skills Course (Minor) **(32 credits)**

iii)   Generic Elective **(16 credits)**

iv)   Core Discipline Skill Elective **(16 credits) (for Honours/Research)**

v)   Skill Enhancement Courses/Vocational Courses **(12 credits)**

vi)   Ability Enhancement Courses **(08 credits)**

vii)   Field projects/internship/apprenticeship/community engagement and service/ research project **(28 credits)**.

The *entry and exit* options for students, who enter the undergraduate programme, are as follows:

1st Year

Entry 1: The entry requirement for Level 4.5 is successful completion of Class 12 or level 4 from M.P. Board of Secondary Education, Bhopal or an equivalent examination from any other board recognised by the State Government/University. A programme of study leading to entry into the first year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 1: If a student passes all the courses of Level 4.5 and earns requisite number of credits, the student will become entitled for *Undergraduate certificate in the faculty of her/his Major Subject*. If she/he wants to exit, can exit the programme with *Undergraduate certificate* in hand.

2nd Year

Entry 2. The entry requirement for *Level 5 is successful completion of Level 4.5*. A programme of study leading to the second year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 2: If a student passes all the courses of Level 5 and earns requisite number of credits, the student becomes entitled for *Undergraduate* Diploma *in the faculty of her/his Major Subject*.If she/he wants to exit, can exit the programme with *Undergraduate Diploma* in hand. A diploma requires 80 credits with 40 credits in each of the two levels.

3rd Year

Entry 3. The entry requirement for *Level 5.5 is successful completion of 5.* A programme of study leading to the Bachelor's degree is open to those who have met the admission requirements.

*Exit 3:*If the student passes all the courses of Level 5.5 i.e. first to six semesters and earns requisite number of credits, the student becomes entitled for the *Undergraduate* Degree *in the faculty of her/his Major Subject.* A Bachelor's degree requires 120 credits from level 5 to 7, with 40 credits at level 4.5, 40 credits at level 5, and 40 credits at level 5.5.

4th Year

Entry 4. An individual seeking admission to a *Bachelor's degree (Honours/Research) (Level 6)* in a specified field of learning would have completed all requirements of the relevant *three-year bachelor degree (Level 5.5).* After completing the requirements of a three-year Bachelor's degree, candidates who meet a minimum CGPA of 7.5 shall be allowed to continue studies in the fourth year of the undergraduate programme to pursue and complete the Bachelor's (Honours/ Research) degree.

*Exit 4:*If the student passes all the courses of level 4.5 to 5.5 and earns the requisite credits, the student becomes entitled for *Undergraduate Degree (Honours/Research) in the faculty of her/his the Major Subject.* A Bachelor's degree (Honours/Research) requires a total of 160 credits from level 5 to 8, with 40 credits at level 4.5, 40 credits at level 5, 40 credits at level 5.5, and **40 credits at level 6.**

Table 1. Qualification Type and Credit Requirements

Levels	Qualification title	Credit requirements
Level 4.5	Undergraduate Certificate in the faculty of the Major Subject for those who exit after the first year (two semesters) of the undergraduate programme. (Programme duration: first year or two semesters of the undergraduate programme)	40
Level 5	Undergraduate Diploma in the faculty of the Major Subject for those who exit after two years (four semesters) of the undergraduate programme (Programme duration: First two years or four semesters of the undergraduate programme)	80
Level 5.5	Bachelor' Degree in the faculty of the Major Subject (Programme duration: Three years or six semesters)	120
Level 6	Bachelor' Degree in the faculty of Major Subject	160

	(Honours/Research) (Programme duration: Four years or eight semesters).	

The credits will be awarded by the university. The credit can be calculated as follows:

- One hour of theory or one hour of tutorial or two hours of laboratory work, per week for a duration of 15 weeks resulting in the award of **one credit**;

- Credits' for internship shall be **one credit per week** of internship, subject to a **maximum of six credits in a semester**.

9. The minimum duration of the *undergraduate degree programme* shall be of three academic years/six semesters whereas that of *undergraduate degree leading to Honours/Research* shall be of four academic years/eight semesters.

- A student who leaves the course anytime in the middle of the programme will retain the credits earned so far which will be restored/transferred as and when she/he enters the programme again.

The maximum duration for completion of *Undergraduate Degree* and *Undergraduate Degree (Honours/Research)* programme for regular students shall be of 6 and 8 years, respectively; there shall be no such bar for non-collegiate (private) students.

10. **TYPES OF COURSES**

Each of the subject/categories (i) to (vi) as specified in clause 8 shall comprise of courses. Courses are the basic units of education and/or training. Types of courses shall be as follows:

10.1. **Core Skill Course (Major)** : Such courses which shall compulsorily be studied by the student as a core requirement of the programme.

10.2. **Core Elective Skill Course (Minor)** : Generally a course, which can be chosen by the student from a pool of courses, which is specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure of some other discipline / subject / domain to nurture the candidate's proficiency or skill is called an Elective Course.

10.2.1 Core Discipline Specific Elective Skill (DSES) Course:

Elective courses offered from the main discipline/subject of study are referred to as Discipline Specific Elective. The University may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline / subject of study).

10.2.2 Skill Dissertation/Project:

An elective course designed to acquire special / advanced knowledge, such as supplement study / support study to a project work, and a student studies such a course on his own with an advisory support by a teacher / faculty member is called dissertation / project. It is considered as a special course involving application of knowledge in solving / analysing / exploring a real life situation/ difficult problem for bachelor degree with honours/research. A Project/ Dissertation work would be of credits, as decided by the competent body. The student will do this work under the guidance of a faculty member.

10.2.3 Generic Elective (GE) Course:

An elective course chosen generally from an unrelated discipline / subject, with an intention to seek exposure of other field is called a Generic Elective course.

P.S.: A core course offered in a discipline / subject may be treated as an elective by other discipline / subject and vice-versa and such electives may also be referred to as Generic Elective Course.

10.3.   Ability Enhancement Courses (AEC):

The Ability Enhancement Courses (AEC) are of two types:

- Ability Enhancement Compulsory Courses (AECC)

- Skill Enhancement Courses (SEC) or Vocational Courses.

  "AECC" courses are the courses based upon the content that leads to Knowledge enhancement, such as;

- Environmental Education

- English/Hindi Communication are mandatory for all disciplines.

  SEC courses are value-based / skill-based and may also be designed to focus on enhancement of skills pertaining to the Major Subject. They are aimed to provide hands-on-training, competencies, skills, etc.

10.4. The syllabus for a specific programme and mode of delivery will be decided by the concerned Board of Studies of the University.

11. STRUCTURE FOR UNDERGRADUATE PROGRAMME: SEMESTER SYSTEM

11.1. **First Year (Level 4.5):**

A student shall be declared to have successfully completed the Level 4.5, if he/she acquires credits as per clause 12.

11.2. **Second Year (Level 5):**

A student shall be declared to have successfully completed the Level 5, if he/she acquires credits as per clause 12.

The student shall be given the single chance at the entry of level 5 to interchange the major and minor subjects, however, in such cases, it will be responsibility of the students to earn additional credits to fulfil the minimum requirement of credits prescribed for the major course; and only after fulfilment of such credits he/she will be entitled to earn an Undergraduate Diploma or an Undergraduate Degree.

11.3. **Third Year (Level 5.5):**

A student shall be declared to have successfully completed the Level 5.5, if he/she acquires credits as per clause 12.

11.4. **Fourth Year (Level 6):**

(a) **Bachelor with Honours:**

A student shall be declared to have successfully completed the Level 6 for Bachelor with Honours degree, if he/she acquires credits as per clause 12.

(b)   **Bachelor with Research:**

A student shall be declared to have successfully completed the Level 6 for Bachelor with Research degree, if he/she acquires credits as per clause 12.

The nomenclature of degrees shall strictly conform to the relevant provisions of the act / regulations / guidelines of the UGC. The mode of delivery and syllabus will be decided by the board of studies.

11.5. Credit Distribution for Semester:

The credit distribution for first to eight semesters related to Levels 4.5 to 6 shall be as per clause 12.

11.6. Additional Courses:

In the categories of Core Elective (minor) subject, generic elective and skill enhancement courses/vocational courses, a student may earn up to additional 6 credits per year in the entire tenure of 3-year undergraduate degree programme after paying due fees for registration and examination.

12. Structure for Undergraduate Programme: UGC CBCS System for Universities / Autonomous Colleges

Level	Semester	Main Faculty (as per prerequisite) Subject I — Core Skill (Major)	Subject II — Skill Elective (Minor)	Any Faculty Subject III — Generic Elective Course	Skill Enhancement Course (SEC) — Vocational Course	Ability Enhancement Course (AEC)	DSSE	Field projects/internship/apprenticeship/community engagement and service # Inter/Intra Faculty	Credits	Qualification title (Credit requirement)
Level5	1	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	
	2	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)		1 (4 Credits)			6+6+4+4 =20	(40) Undergraduate Certificate in Main Faculty
Level6	3	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	
	4	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)				6+6+4+4 =20	(80) Undergraduate Diploma in Main Faculty
Level7	5	1 (6 Credits)			1 (4 Credits)		CDSE-1 (4credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	
	6	1 (6 Credits)					CDSE-2 (4credits) DSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	(120) Bachelor Degree In Main Faculty
Level8	7	1 (6 Credits)	Research Methodology (4 Credits)				CDSE-3 (4 credits)	Field project / internship / apprenticeship 1 (6 Credits)	6+4+4+6 =20	
	8	1 (6 Credits)	1 (4 Credits)					1 (10Credits) Research Project	6+4 +10 =20	(160) Bachelor Degree (Honours) in Main faculty / Bachelor Degree (Research) in Main faculty
Total		48 Credits	32 Credits	16 Credits	12 Credits	08 Credits	16 credits	28 Credits	160 Credits	

13.   Choice to Select the MOOC Courses:

a.   The SOS can allow up to 40% of the total credits being offered in a particular programme in a semester through the online learning courses provided under University MOOC/ SWAYAM platform/ on the job training or any other MOOC platform recognised by the central government or the state government for credit transfer.

b.   The students will have the choice to opt elective-generic/Skill Enhancement/Ability Enhancement courses from the courses available. An alternate choice will also be available to the students to opt courses from Massive Open Online Courses (MOOCs) available at University MOOC, SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds) platform.

c.   The students can also opt a course under DSE of Major subject from Massive Open Online Courses (MOOCs) available at University MOOC/ SWAYAM platform.

d.   The University will take a decision for allowing the online courses of University MOOC/ SWAYAM if:

(i)   The courses offered on University MOOC / SWAYAM would supplement the teaching-learning process in the institution.

(ii)   Every student opting a course available on University MOOC / SWAYAM platform would be required to register for the course at University MOOC /SWAYAM.

(iii)   While allowing the online learning courses offered by University MOOC /SWAYAM, it shall be ensured that the physical facilities like laboratories, computer facilities and library etc. essential for pursuing the courses shall be made available.

f.   The requirement of project/dissertation, as notified by the University need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the National and State Laboratories /Institutes/Universities/ Companies /Industries with the approval of the University.

14. Requirement of attendance will be as per University Ordinance governing the examinations. In general attendance of at least seventy-five percent of theory lectures, practicals, On the Job training, Apprenticeship, blended learning etc separately will be required in each course to sit in the semester end examination.

For special reasons such as prolonged illness or any other specified reason, deficiency in percentage of attendance may be condoned by the Vice Chancellor.

15. **Examination & Evaluation:**

15.1　Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

15.2　The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written test/Quiz/Seminar/Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, on the job training, apprenticeship appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the University. In case of internal assessment, the University shall distribute and design their assessment in a semester.

15.3　Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 16.4.

15.4　The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79

B+	7	Good	60-69
B	6	Above Average	50-59
C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

15.5 In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

15.6 If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

15.7 The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

15.8   On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

15.9   In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

15.10   The provision for review of answer book in semester system will be available as per the existing rules of the University.

15.11   The theoretical and practical courses can be repeated whenever offered or conducted by the University but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

Table 3: Structure of Credit Course (Semester System)

	Course (Credit)	Course Type	Credits Allocated			Distribution of Theory Marks		Distribution of Practical Marks		Tutorial Marks
			Theory	Practical	Tutorial	Internals (Through CCE)	External (End Semester Exam)	Internal	External (End Semester Practical Exam)	
1	Core/GE/DSE (6)	Type-1	6	NA	NA	40	60	NA	NA	NA
2	Core/DSE/GE (6)	Type-2	4	2	NA	40	60	40	60	NA
3	Core/DSE/GE (6)	Type-3	2	4	NA	40	60	50 (Through CCE)	50	NA
4	Core/DSE/GE (6)	Type-4	5	NA	1	40	60	NA	NA	100
5	DSE/SEC (Vocational Courses) (4)	Type-1	4	0	NA	40	60	NA	NA	NA
6	DSE/SEC (Vocational Courses) (4)	Type-2	3	1 (P,T,W,etc)	NA	40	60	NA	100	NA
7	DSE/SEC (Vocational Courses) (4)	Type-3	1	3 (P,T,W,etc)	NA	40	60	50 (Through CCE)	50	NA
8	DSE/SEC (Vocational Courses)(4)	Type-4	3	NA	1	40	60	NA	NA	100
9	AECC (Foundation Course) (4)	Type-1	4	NA	NA	40	60	NA	NA	NA
10	Field-Projects / Internship / Apprenticeship / Community engagement & service/Research Project (6)	NA	(xvii) Field-Projects / Internship / Apprenticeship / Community engagement & service: 4 Credits (75 Marks) (xviii) Evaluation of Report 2 Credit (25 Marks)							
11	Research Methodology(4)	Type-4	3	NA	1	40	60	NA	NA	100
12	Dissertation (10)	NA	Evaluation of Thesis: 6 Credits (50 Marks)+ Pre submission viva-voce: 2 Credit (25 Marks)+ External viva-voce: 2 Credit (25 Marks)							

16. **Evaluation and Certification of MOOCs and Vocational courses:**

The guidelines of the University/SWAYAM portal/UGC shall be followed for evaluation and certification of MOOCs, Vocational courses, Field Projects/Internship/ Apprenticeship/Community engagement & service/Research Project.

17. **Calculation of SGPA /CGPA:**

The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be calculated as weighted average of credit points secured by the student, except the credits of additional courses, if any. The, SGPA and CGPA shall be rounded off up to 2 decimal places and reported in the grade sheet.

18. On completing all requirements for award of the undergraduate certificate / diploma / degree, the CGPA will be calculated and this value will be indicated on the certificate / diploma / degree. The 3-years and 4-years undergraduate degrees should also indicate the Division obtained as follows:

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 8.00 or above
First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.50 above but less than 8.0
Second division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 5.00 or above but less than 6.50
Pass	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 4.00 or above but less than 5.00

The conversion of CGPA into percentage will be as follow to facilitate its application in other academic matters:

Equivalent Percentage = CGPA x10

The percentage will be rounded off upto second decimal point.

19. The student will be examined by the university as per the prevailing syllabus and scheme of examination.

20. The candidate shall be awarded a certificate/diploma/degree when he/she successfully earns the minimum requiste credits for the certificate/diploma/degree.

21. A Grade Card shall be issued to all the students after every semester based on the grades earned. The course details (code, title, number of credits, grade secured) along with SGPA of every semester and CGPA earned till that Academic Year will be displayed in the grade card.

22. **Credit Transfer:**

22.1 The credit transfer shall be implemented as per the policy of the university framed in accordance with the guidelines issued by the UGC from time to time.

22.2 The member institutions of the Academic Bank of Credit established vide University Grants Commission (Establishment and Operation of Academic Bank Of Credits in Higher Education) Regulations, 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.

22.3 Except for the cases of provisional promotions, the universities established by M.P. University Act, 1973 shall facilitate credit transfer of students between them. However, the student may be required to fulfil some eligibility criteria, drawing parity for a course, framed by the university in which the admission is sought by the student.

23. If any question arises relating to the interpretation of the provisions of this ordinance, it shall be referred to the Academic Council of the University whose decision thereon shall be applicable.

24. The guidelines, related to this programme, issued by the statutory bodies e.g. UGC/AICTE/BCI/NCTE/PCI/RCI etc. issued from time to time will be adopted for implementation.

25. In matters not covered under this Ordinance, general rules of the University shall be applicable; otherwise the directions of the state government shall be applicable.

If UGC notifies any change in future in its Regulations in this regard, then the same will be incorporated in the existing Ordinance with the approval of the governing body of the University and shall be implemented with immediate effect.

26. **General :**

26.1   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

26.2   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

26.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

26.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 18
TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE PROGRAMS

Master of Arts (M.A.)

MA (Languages/Psychology/Performing Arts/Visual Arts/others)

NCrF Level – 6.5 and 7

(As per the "Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions" issued by UGC, New Delhi under National Education Policy 2020)

1. The provisions of this Ordinance shall apply to the two-year/four-semester Master's degreeMasters of Arts (M.A.) - MA (Languages/Psychology/Performing Arts/Visual Arts/others)

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Graduation from any recognized University or an equivalent examination will be eligible for admission to these Post graduate programmes.

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5. Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6. The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and

other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website.

7. Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year* of a first-degree programme, if the student has successfully completed the first year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8. To enable multiple entry and exit points in the academic programmes as per UGC guidelines for certification of academic qualifications and categorized in terms of certificate, diploma and degree which are organized in a series of academic levels in ascending order from level 5 to level 10. Each level of academic qualification has certain credit requirement and these are presented below (Table 1):

Table 1: Certification of Qualification and Credit Requirement

Levels	Qualification	Credit Requirement
Level 4.5	Undergraduate Certificate (1 Year or 2 Semesters)	40
Level 5	Undergraduate Diploma (2 Years or 4 Semesters)	80
Level 5.5	Bachelor's Degree (3 Years or 6 Semesters)	120
Level 6	Bachelor's Degree with Honours/Research (4 Years or 8 Semesters)	160
Level 6.5	Post-Graduate Diploma (For those who exit after completion of 1 Year or 2 Semesters of 2-Year Master's degree programme)	40
Level 7	Master's Degree (2 Years or 4 Semesters after a 3-Year Bachelor's degree)	80

9.   **Description of Courses**

The two year post graduate programme shall comprise courses under following subjects/Categories:

i)   **Disciplinary/Major Skill**

Disciplinary Major Skill (DMS) are the core courses which require in-depth knowledge in the subject and these are offered/floated by the parent school for a particular degree.

ii)   **Disciplinary/Minor Skill (DMiS)**

A minor course provides additional breadth and depth to the main program. It is secondary academic discipline which supplements and complements the major of the program. It may be taken within the same school or from other schools. The inter minors may be of the choice of students which may be opted from other school of their interest. The schools may offer/float the Minor courses available for the students of main discipline as well as students of other disciplines. Each minor is to be intact and provide a flavour of that course.

iii)   **Field Projects/Internship/Apprenticeship**

The students, as a part of their course, will be given opportunities to enroll for Field Project(s) in the areas of community engagement and service, on the Job Training, Internship, and Apprenticeship (FP/Ints/Apts).

iv)   **Skill Dissertation**

Dissertation is an academic writing based on research/project. As a part of the Master's Programme, students are expected to take up research/project and submit the findings/reports in the form of Dissertation.

10.   **Credit Distribution**

These courses will be offered across the semesters with total of 20 credits in each semester. Details of credit distribution across different category of courses for PG/Master's Progamme are shown in Tables 2.

Table 2: Course Category and Credit Distribution for 2-Year PG/Master's Programme

Sl.No.	Course Category	Credit Distribution
1	Disciplinary/Skill (DMS)	34
3	Disciplinary/Skill (DMiS)	12
5	Field Projects (in areas of community engagement and service)/Internship/on the Job training, Apprenticeship (FP/Ints/Apts)	16
6	Skill Dissertation	18
Total		80

11. **Course Structure**

The Course Structure for 2-Year PG/Master's Degree Programme is presented in Table 3. There will be one exit option with Post-Graduate Diploma after completion of one year or two semesters with courses equivalent to 40 credits.

Table 3 : Course Structure for Two-Year PG/Master's Degree Programme with Exit Option.

Semester	Disciplinary/ Inter-disciplinary Major Skill	Disciplinary /Minor Skill	FP/Ints/ Apts	Dissertation Skill	Total Credit
I	DMS-1 (4)	DMiS-1 (2) DMiS-2 (2)	4	-	20
	DMS-2 (4)				
	DMS-3 (4)				
II	DMS-4 (4)	DMiS-3 (2) DMiS-4 (2)	4	-	20
	DMS-5 (4)				
	DMS-6 (4)				
Exit option with Post-Graduate Diploma after the first year or two semesters with the completion of courses equivalent to 40 credits					
III	DMS-7 (3)	DMiS-5 (2)	4	6	20
	DMS-8 (3)				
IV	DMj-9 (4)	DMiS-6 (2)	4	12	20
Total	34	12	16	18	80

DMS   =   Disciplinary Major Skill

DMiS   =   Disciplinary Minor Skill

FP/Ints/Apts =   Field Project/Internship/Apprenticeship

12.   Examination &Evaluation:

12.1   Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

12.2   The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written tests and the third may be written test/Quiz/Seminar/ Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the School. In case of internal assessment, the University shall distribute and design their assessment in a semester.

12.3   School may design their own mode of internal assessment with due approval from respective academic council in view of the "Evaluation Reforms in Higher Educational Institutions, 2019" published by the UGC.

12.4   Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 12.5.

12.5   The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79
B+	7	Good	60-69
B	6	Above Average	50-59
C	5	Average	40-49

P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

12.6   In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

12.7   If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

12.8   The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second chance to pass the failed courses. If the student does not successfully complete

the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

12.9   On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

12.10   In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

12.11   The provision for review of answer book in semester system will be available as per the existing rules of the University.

12.12   The theoretical and practical courses can be repeated whenever offered or conducted by the University/SOS but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

12.13   Applicable to SOS in the same universities: The SOS, where students from other SOS are registered for choice based elective course(s), will send the Grade to the concerned SOS where the student is enrolled. The result will be declared by the SOS where the student has taken admission.

i)   **Computation of SGPA and CGPA**

The following procedure will be applied in computing the Semester Grade Point Average (SGPA)   and Cumulative Grade Point Average (CGPA):

-   The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses and the

sum of the number of credits of all the courses undergone by the student, i.e.

$$SGPA\ (Si) = \sum(Ci \times Gi)/\sum Ci$$

Where Ci is the number of credits of the ith course and Gi is the grade point scored by the student in the ith course

- The Cumulative Grade Point Average (CGPA) is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \sum(Ci \times Si)/\sum Ci$$

Where Si is the SBPA of ith semester anc Ci is the total number of credits in that semester.

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcript.

ii)   **Format of Transcripts**

Format of the transcripts will be as below:

Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade Point	Credit Point
I	Course 1	3	A	8	3 x 8 = 24
I	Course 2	4	B+	7	4 x 7 = 28
I	Course 3	3	B	6	3 x 6 = 18
I	Course 4	3	O	10	3 x 10 = 30
I	Course 5	3	C	5	3 x 5 = 15
I	Course 6	4	B	6	4 x 6 = 24
Total		20			139
SGPA					139/20=6.95

Computation of CGPA

Semester I	Semester II	Semester III	Semester IV
Credit: 20 SGPA: ----	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----
CGPA = (20 x SGPA + 20 x SGPA + 20 x SGPA + 20 x SGPA)/80			

iii)   **CGPA to Percentage Conversion**

The following formula shall be used for conversion of CGPA to percentage:

Percentage = CGPA*9.5

For example, the GPA is 8
Multiple, i.e. 8*9.5 = 76%

13.   Open Online Courses

To achieve the three cardinal principles of India's Education Policy: Access, Equity and Quality and for the benefit of students, options will be given for students to earn credit by completing quality-assured online programmes offered on the University Moocs, Study Webs of Active Learning for Young Aspiring Minds (SWAYAM: www.swayam.gov.in) or other online educational platform approved by regulatory body from time to time. Students may opt to earn credits from such courses upto 40 per cent of the total courses offered in a particular programme.

14.   General :

14.1   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

14.2   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

14.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

14.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 19

MASTER OF BUSINESS ADMINISTRATION (MBA)
Two Years (Four Semesters) Post Graduate Programs

1. The provisions of this Ordinance shall apply to the two-year/four-semester Master's degree Master of Business Administration (MBA) and will be offered in regular mode.

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS). More programmes can be offered under this ordinance on the recommendation of Board of Studies and due approval of regulatory bodies.

3. The ordinance intent to follow **National Education Policy 2020** and provisions and guidelines of **National skill Qualifications Framework (NSQF)**, **National Credit Framework (NCrF)**, **National Higher Education Quality Framework (NHEQF)** and **All India Council of Technical Education (AICTE)**.

4. Students who have successfully completed Graduation from any recognized University or an equivalent examination will be eligible for admission to these Post graduate programmes. The provisions/ guidelines of Govt of MP/ Regulatory Bodies will be followed.

5. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC/ ACTE and other statutory bodies concerned.

6. Reservation for SC, ST, OBC etc will be applicable as per policy issued by the government from time to time.

7. Student enrolment in a programme/ course shall be restricted to the seats allotted by the University.

8. Seat: The in-take capacity shall be determined by the university in accordance with the guidelines/ norms in this regard issued by the State Government/UGC /MPPURC and other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website.

9.   Specializations will be offered and will be given in detailed credit structure.

10.   **Fee Structure –**

i.   All the fees categories including Program fee and the examination fee shall be determined by the University from time to time, and shall be payable by the students at the beginning of each year/ semester. The fee structure shall be determined in consultation with the Madhya Pradesh Private Universities Regulatory Commission.

ii.   Registrar shall notify the quantum of fees payable and the schedule of registration before the commencement of the program.

iii.   Cancellation and refund of fees will be as per directive of the state govt./regulatory authorities.

11.   **Credit Distribution and Structure :** The key anchors of NEP-20, provisions and guidelines of **National skill Qualifications Framework (NSQF), National Credit Framework (NCrF), National Higher Education Quality Framework (NHEQF) and All India Council of Technical Education (AICTE)** postgraduate Programmes are used to implement, multiple entry and exit points in the academic programmes.

The two year post graduate programme shall comprise in subjects/ Categories such as Disciplinary/ Major Skill, Disciplinary/ Minor Skill (DMiS), Field Projects/Internship/Apprenticeship, Skill Dissertation etc. However these subject categories, subjects, training etc are in accordance with the provisions of regulator authorities

The detailed schemes of Credits, Credit Structure, Credit Distribution and Requirment will follow provisions and guidelines of **National skill Qualifications Framework (NSQF), National Credit Framework (NCrF), National Higher Education Quality Framework (NHEQF) and All India Council of Technical Education (AICTE) for postgraduate Programmes, will be notified separately in consultation with MPPURC.**

12. **Choice to Select the MOOC Courses:** The SOS can allow up to 40% of the total credits being offered in a particular programme in a semester through the online

learning courses provided under University MOOC/ SWAYAM platform/ on the job training or any other MOOC platform recognised by the central government or the state government for credit transfer.

The requirement of project/dissertation, as notified by the University need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the National and State Laboratories /Institutes/Universities/ Companies /Industries with the approval of the University.

The provision of MOOCs / projects/ dissertation etc will be incorporated with detailed Credit Scheme.

13. Requirement of attendance will be as per University Ordinance governing the examinations. In general attendance of at least seventy-five percent of theory lectures, practicals, On the Job training, Apprenticeship, blended learning etc separately will be required in each course to sit in the semester end examination.

For special reasons such as prolonged illness or any other specified reason. deficiency in percentage of attendance may be condoned by the Vice Chancellor.

14. **Examinations, Evaluation and Result:**

Examinations will consist of two components internal and external. Internal component will be contains three test (best two be considered). The third test includes assignments/ projects/ field work etc. are assigned by the faculty concern. External component will be end semester examination consist of questions/ practical/cases etc as per specified in syllabus. . The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

The detailed examination Scheme, Criterion to pass in the Examination, to awards grades and division etc will be elaborate separately along with Credit scheme.

15 Credit Transfer:

The credit transfer shall be implemented as per the policy of the university framed in accordance with the guidelines issued by the UGC from time to time. However, the student may be required to fulfil some eligibility criteria, drawing parity for a course, framed by the university in which the admission is sought by the student.

The member institutions of the Academic Bank of Credit established vide University Grants Commission (Establishment and Operation of Academic Bank Of Credits in Higher Education) Regulations, 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.

16.   **General :**

   a) The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for their students.

   b) This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/ Central Government/State government/ MPPURC/ any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

   c) All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

   d) The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

   e) The provisions and guidelines of National skill Qualifications Framework (NSQF), National Credit Framework (NCrF), National Higher Education Quality Framework (NHEQF) and All India Council of Technical Education (AICTE) will be followed by the university. Any chaces in these provision will automatically incorporated in this ordinance.

ORDINANCE NO. 20

TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE PROGRAMS

Master of Computer Application (MCA)
NCrF Level – 6.5 and 7

1. The provisions of this Ordinance shall apply to the two-year/four-semester Master's degreeMasters of Computer Applications (MCA).

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Graduation from any recognized University or an equivalent examination will be eligible for admission to these Post graduate programmes.

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5. Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6. The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and

other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website.

7. Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year* of a first-degree programme, if the student has successfully completed the first year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8. To enable multiple entry and exit points in the academic programmes as per UGC guidelines for certification of academic qualifications and categorized in terms of certificate, diploma and degree which are organized in a series of academic levels in ascending order from level 5 to level 10. Each level of academic qualification has certain credit requirement and these are presented below (Table 1):

Table 1: Certification of Qualification and Credit Requirement

Levels	Qualification	Credit Requirement
Level 4.5	Undergraduate Certificate (1 Year or 2 Semesters)	36 – 40
Level 5	Undergraduate Diploma (2 Years or 4 Semesters)	72 – 80
Level 5.5	Bachelor's Degree (3 Years or 6 Semesters)	108 – 120
Level 6	Bachelor's Degree with Honours/Research (4 Years or 8 Semesters)	144 – 160
Level 6.5	Post-Graduate Diploma (For those who exit after completion of 1 Year or 2 Semesters of 2-Year Master's degree programme)	36 – 40
Level 7	Master's Degree (2 Years or 4 Semesters after a 3-Year Bachelor's degree)	72 – 80

9. Description of Courses

The two year post graduate programme shall comprise courses under following subjects/Categories:

i) Disciplinary/Major Skill

Disciplinary Major Skill (DMS) are the core courses which require in-depth knowledge in the subject and these are offered/floated by the parent school for a particular degree.

ii) Disciplinary/Minor Skill (DMiS)

A minor course provides additional breadth and depth to the main program. It is secondary academic discipline which supplements and complements the major of the program. It may be taken within the same school or from other schools. The inter minors may be of the choice of students which may be opted from other school of their interest. The schools may offer/float the Minor courses available for the students of main discipline as well as students of other disciplines. Each minor is to be intact and provide a flavour of that course.

iii) Field Projects/Internship/Apprenticeship

The students, as a part of their course, will be given opportunities to enroll for Field Project(s) in the areas of community engagement and service, on the Job Training, Internship, and Apprenticeship (FP/Ints/Apts).

iv) Skill Dissertation

Dissertation is an academic writing based on research/project. As a part of the Master's Programme, students are expected to take up research/project and submit the findings/reports in the form of Dissertation.

10. Credit Distribution

These courses will be offered across the semesters with total of 20 credits in each semester. Details of credit distribution across different category of courses for PG/Master's Progamme are shown in Tables 2.

Table 2: Course Category and Credit Distribution for 2-Year PG/Master's Programme

Sl.No.	Course Category	Credit Distribution
1	Disciplinary/Skill (DMS)	34
3	Disciplinary/Skill (DMiS)	12
5	Field Projects (in areas of community engagement and service)/Internship/on the Job training, Apprenticeship (FP/Ints/Apts)	16
6	Skill Dissertation	18
Total		**80**

11.   **Course Structure**

The Course Structure for 2-Year PG/Master's Degree Programme is presented in Table 3. There will be one exit option with Post-Graduate Diploma after completion of one year or two semesters with courses equivalent to 40 credits.

Table 3 : Course Structure for Two-Year PG/Master's Degree Programme with Exit Option.

Semester	Disciplinary/ Inter-disciplinary Major Skill	Disciplinary /Minor Skill	FP/Ints/ Apts	Dissertation Skill	Total Credit
I	DMS-1 (4) DMS-2 (4) DMS-3 (4)	DMiS-1 (2) DMiS-2 (2)	4	-	20
II	DMS-4 (4) DMS-5 (4) DMS-6 (4)	DMiS-3 (2) DMiS-4 (2)	4	-	20
Exit option with Post-Graduate Diploma after the first year or two semesters with the completion of courses equivalent to 40 credits					
III	DMS-7 (3) DMS-8 (3)	DMiS-5 (2)	4	6	20
IV	DMj-9 (4)	DMiS-6 (2)	4	12	20
Total	**34**	**12**	**16**	**18**	**80**

DMS   =   Disciplinary Major Skill

DMiS   =   Disciplinary Minor Skill

FP/Ints/Apts =   Field Project/Internship/Apprenticeship

12. Examination & Evaluation:

12.1 Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

12.2 The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written tests and the third may be written test/Quiz/Seminar/ Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the School. In case of internal assessment, the University shall distribute and design their assessment in a semester.

12.3 School may design their own mode of internal assessment with due approval from respective academic council in view of the "Evaluation Reforms in Higher Educational Institutions, 2019" published by the UGC.

12.4 Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 12.5.

12.5 The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79
B+	7	Good	60-69
B	6	Above Average	50-59

C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

12.6   In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

12.7   If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

12.8   The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second

chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

12.9   On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

12.10   In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

12.11   The provision for review of answer book in semester system will be available as per the existing rules of the University.

12.12   The theoretical and practical courses can be repeated whenever offered or conducted by the University/SOS but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

12.13   Applicable to SOS in the same universities: The SOS, where students from other SOS are registered for choice based elective course(s), will send the Grade to the concerned SOS where the student is enrolled. The result will be declared by the SOS where the student has taken admission.

i)   **Computation of SGPA and CGPA**

The following procedure will be applied in computing the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

-     The SGPA is the ratio of sum of the product of the number of credits

with the grade points scored by a student in all the courses and the sum of the number of credits of all the courses undergone by the student, i.e.

SGPA $(Si) = \sum(Ci \times Gi)/\sum Ci$

Where Ci is the number of credits of the ith course and Gi is the grade point scored by the student in the ith course

- The Cumulative Grade Point Average (CGPA) is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

CGPA = $\sum(Ci \times Si)/\sum Ci$

Where Si is the SBPA of ith semester anc Ci is the total number of credits in that semester.

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcript.

ii)   **Format of Transcripts**

Format of the transcripts will be as below:

Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade Point	Credit Point
I	Course 1	3	A	8	3 x 8 = 24
I	Course 2	4	B+	7	4 x 7 = 28
I	Course 3	3	B	6	3 x 6 = 18
I	Course 4	3	O	10	3 x 10 = 30
I	Course 5	3	C	5	3 x 5 = 15
I	Course 6	4	B	6	4 x 6 = 24
Total		**20**			**139**
SGPA					**139/20=6.95**

Computation of CGPA

Semester I	Semester II	Semester III	Semester IV
Credit: 20 SGPA: ----	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----
CGPA = (20 x SGPA + 20 x SGPA + 20 x SGPA + 20 x SGPA)/80			

iii)   **CGPA to Percentage Conversion**

The following formula shall be used for conversion of CGPA to percentage:

Percentage = CGPA*9.5

For example, the GPA is 8

Multiple, i.e. 8*9.5 = 76%

13.   Open Online Courses

To achieve the three cardinal principles of India's Education Policy: Access, Equity and Quality and for the benefit of students, options will be given for students to earn credit by completing quality-assured online programmes offered on the University Moocs, Study Webs of Active Learning for Young Aspiring Minds (SWAYAM: www.swayam.gov.in) or other online educational platform approved by regulatory body from time to time. Students may opt to earn credits from such courses upto 40 per cent of the total courses offered in a particular programme.

14.   General :

14.1   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

14.2   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be

automatically applicable to this ordinance without any charge/amendments in the ordinance.

14.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

14.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 21

TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE PROGRAMS

Master of Physical Education (M.P.Ed.)
NCrF Level – 6.5 and 7

1. The provisions of this Ordinance shall apply to the two-year/four-semester Master's degreeMaster of Physical Education (M.P.Ed.).

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Graduation from any recognized University or an equivalent examination will be eligible for admission to these Post graduate programmes.

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5. Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6. The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and

other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website.

7. Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year* of a first-degree programme, if the student has successfully completed the first year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8. To enable multiple entry and exit points in the academic programmes as per UGC guidelines for certification of academic qualifications and categorized in terms of certificate, diploma and degree which are organized in a series of academic levels in ascending order from level 5 to level 10. Each level of academic qualification has certain credit requirement and these are presented below (Table 1):

Table 1: Certification of Qualification and Credit Requirement

Levels	Qualification	Credit Requirement
Level 4.5	Undergraduate Certificate (1 Year or 2 Semesters)	36 – 40
Level 5	Undergraduate Diploma (2 Years or 4 Semesters)	72 – 80
Level 5.5	Bachelor's Degree (3 Years or 6 Semesters)	108 – 120
Level 6	Bachelor's Degree with Honours/Research (4 Years or 8 Semesters)	144 – 160
Level 6.5	Post-Graduate Diploma (For those who exit after completion of 1 Year or 2 Semesters of 2-Year Master's degree programme)	36 – 40
Level 7	Master's Degree (2 Years or 4 Semesters after a 3-Year Bachelor's degree)	72 – 80

9. Description of Courses

The two year post graduate programme shall comprise courses under following subjects/Categories:

I) Disciplinary/Major Skill

Disciplinary Major Skill (DMS) are the core courses which require in-depth knowledge in the subject and these are offered/floated by the parent school for a particular degree.

ii) Disciplinary/Minor Skill (DMiS)

A minor course provides additional breadth and depth to the main program. It is secondary academic discipline which supplements and complements the major of the program. It may be taken within the same school or from other schools. The inter minors may be of the choice of students which may be opted from other school of their interest. The schools may offer/float the Minor courses available for the students of main discipline as well as students of other disciplines. Each minor is to be intact and provide a flavour of that course.

iii) Field Projects/Internship/Apprenticeship

The students, as a part of their course, will be given opportunities to enroll for Field Project(s) in the areas of community engagement and service, on the Job Training, Internship, and Apprenticeship (FP/Ints/Apts).

iv) Skill Dissertation

Dissertation is an academic writing based on research/project. As a part of the Master's Programme, students are expected to take up research/project and submit the findings/reports in the form of Dissertation.

10. Credit Distribution

These courses will be offered across the semesters with total of 20 credits in each semester. Details of credit distribution across different category of courses for PG/Master's Progamme are shown in Tables 2.

Table 2: Course Category and Credit Distribution for 2-Year PG/Master's Programme

Sl.No.	Course Category	Credit Distribution
1	Disciplinary/Skill (DMS)	34
3	Disciplinary/Skill (DMiS)	12
5	Field Projects (in areas of community engagement and service)/Internship/on the Job training, Apprenticeship (FP/Ints/Apts)	16
6	Skill Dissertation	18
Total		**80**

11. **Course Structure**

The Course Structure for 2-Year PG/Master's Degree Programme is presented in Table 3. There will be one exit option with Post-Graduate Diploma after completion of one year or two semesters with courses equivalent to 40 credits.

Table 3 : Course Structure for Two-Year PG/Master's Degree Programme with Exit Option.

Semester	Disciplinary/ Inter-disciplinary Major Skill	Disciplinary /Minor Skill	FP/Ints/ Apts	Dissertation Skill	Total Credit
I	DMS-1 (4)	DMiS-1 (2) DMiS-2 (2)	4	-	20
	DMS-2 (4)				
	DMS-3 (4)				
II	DMS-4 (4)	DMiS-3 (2) DMiS-4 (2)	4	-	20
	DMS-5 (4)				
	DMS-6 (4)				
Exit option with Post-Graduate Diploma after the first year or two semesters with the completion of courses equivalent to 40 credits					
III	DMS-7 (3)	DMiS-5 (2)	4	6	20
	DMS-8 (3)				
IV	DMj-9 (4)	DMiS-6 (2)	4	12	20
Total	**34**	**12**	**16**	**18**	**80**

DMS   =   Disciplinary Major Skill

DMiS   =   Disciplinary Minor Skill

FP/Ints/Apts =   Field Project/Internship/Apprenticeship

12.   Examination &Evaluation:

12.1   Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

12.2   The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written tests and the third may be written test/Quiz/Seminar/ Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the School. In case of internal assessment, the University shall distribute and design their assessment in a semester.

12.3   School may design their own mode of internal assessment with due approval from respective academic council in view of the "Evaluation Reforms in Higher Educational Institutions, 2019" published by the UGC.

12.4   Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 12.5.

12.5   The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79
B+	7	Good	60-69
B	6	Above Average	50-59

C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

12.6 In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

12.7 If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

12.8 The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second

chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

12.9   On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

12.10   In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

12.11   The provision for review of answer book in semester system will be available as per the existing rules of the University.

12.12   The theoretical and practical courses can be repeated whenever offered or conducted by the University/SOS but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

12.13   Applicable to SOS In the same universities: The SOS, where students from other SOS are registered for choice based elective course(s), will send the Grade to the concerned SOS where the student is enrolled. The result will be declared by the SOS where the student has taken admission.

i)   **Computation of SGPA and CGPA**

The following procedure will be applied in computing the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

-    The SGPA is the ratio of sum of the product of the number of credits

with the grade points scored by a student in all the courses and the sum of the number of credits of all the courses undergone by the student, i.e.

SGPA (Si) $= \sum(Ci \times Gi)/\sum Ci$

Where Ci is the number of credits of the ith course and Gi is the grade point scored by the student in the ith course

- The Cumulative Grade Point Average (CGPA) is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

CGPA $= \sum(Ci \times Si)/\sum Ci$

Where Si is the SBPA of ith semester anc Ci is the total number of credits in that semester.

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcript.

ii) Format of Transcripts

Format of the transcripts will be as below:

Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade Point	Credit Point
I	Course 1	3	A	8	3 x 8 = 24
I	Course 2	4	B+	7	4 x 7 = 28
I	Course 3	3	B	6	3 x 6 = 18
I	Course 4	3	O	10	3 x 10 = 30
I	Course 5	3	C	5	3 x 5 = 15
I	Course 6	4	B	6	4 x 6 = 24
Total		20			139
SGPA					139/20=6.95

Computation of CGPA

Semester I	Semester II	Semester III	Semester IV
Credit: 20 SGPA: ----	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----
CGPA = (20 x SGPA + 20 x SGPA + 20 x SGPA + 20 x SGPA)/80			

iii)   **CGPA to Percentage Conversion**

The following formula shall be used for conversion of CGPA to percentage:

Percentage = CGPA*9.5

For example, the GPA is 8
Multiple, i.e. 8*9.5 = 76%

13.   **Open Online Courses**

To achieve the three cardinal principles of India's Education Policy: Access, Equity and Quality and for the benefit of students, options will be given for students to earn credit by completing quality-assured online programmes offered on the University Moocs, Study Webs of Active Learning for Young Aspiring Minds (SWAYAM: www.swayam.gov.in) or other online educational platform approved by regulatory body from time to time. Students may opt to earn credits from such courses upto 40 per cent of the total courses offered in a particular programme.

14.   **General :**

14.1   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

14.2   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

14.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

14.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 22

TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE PROGRAMS

Master of Arts Journalism & Mass Communication (M.A.J.M.C.)
NCrF Level – 6.5 and 7

The provisions of this Ordinance shall apply to the two-year/four-semester Master's degree Masters of Arts Journalism & Mass Communication (M.A.J.M.C).

The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

Students who have successfully completed Graduation from any recognized University or an equivalent examination will be eligible for admission to these Post graduate programmes.

The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6. The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website.

7. Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year* of a first-degree programme, if the student has successfully completed the first year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8. To enable multiple entry and exit points in the academic programmes as per UGC guidelines for certification of academic qualifications and categorized in terms of certificate, diploma and degree which are organized in a series of academic levels in ascending order from level 5 to level 10. Each level of academic qualification has certain credit requirement and these are presented below (Table 1):

Table 1: Certification of Qualification and Credit Requirement

Levels	Qualification	Credit Requirement
Level 4.5	Undergraduate Certificate (1 Year or 2 Semesters)	36 – 40
Level 5	Undergraduate Diploma (2 Years or 4 Semesters)	72 – 80
Level 5 5	Bachelor's Degree (3 Years or 6 Semesters)	108 – 120
Level 6	Bachelor's Degree with Honours/Research (4 Years or 8 Semesters)	144 – 160
Level 6.5	Post-Graduate Diploma (For those who exit after completion of 1 Year or 2 Semesters of 2-Year Master's degree programme)	36 – 40
Level 7	Master's Degree (2 Years or 4 Semesters after a 3-Year Bachelor's degree)	72 – 80

9. **Description of Courses**

The two year post graduate programme shall comprise courses under following subjects/Categories:

i) **Disciplinary/Major Skill**

Disciplinary Major Skill (DMS) are the core courses which require in-depth knowledge in the subject and these are offered/floated by the parent school for a particular degree.

ii) **Disciplinary/Minor Skill (DMiS)**

A minor course provides additional breadth and depth to the main program. It is secondary academic discipline which supplements and complements the major of the program. It may be taken within the same school or from other schools. The inter minors may be of the choice of students which may be opted from other school of their interest. The schools may offer/float the Minor courses available for the students of main discipline as well as students of other disciplines. Each minor is to be intact and provide a flavour of that course.

iii) **Field Projects/Internship/Apprenticeship**

The students, as a part of their course, will be given opportunities to enroll for Field Project(s) in the areas of community engagement and service, on the Job Training, Internship, and Apprenticeship (FP/Ints/Apts).

iv) **Skill Dissertation**

Dissertation is an academic writing based on research/project. As a part of the Master's Programme, students are expected to take up research/project and submit the findings/reports in the form of Dissertation.

10. **Credit Distribution**

These courses will be offered across the semesters with total of 20 credits in each semester. Details of credit distribution across different category of courses for PG/Master's Progamme are shown in Tables 2.

Table 2: Course Category and Credit Distribution for 2-Year PG/Master's Programme

Sl.No.	Course Category	Credit Distribution
1	Disciplinary/Skill (DMS)	34
3	Disciplinary/Skill (DMiS)	12
5	Field Projects (in areas of community engagement and service)/Internship/on the Job training, Apprenticeship (FP/Ints/Apts)	16
6	Skill Dissertation	18
Total		**80**

11. **Course Structure**

The Course Structure for 2-Year PG/Master's Degree Programme is presented in Table 3. There will be one exit option with Post-Graduate Diploma after completion of one year or two semesters with courses equivalent to 40 credits.

Table 3 : Course Structure for Two-Year PG/Master's Degree Programme with Exit Option.

Semester	Disciplinary/ Inter-disciplinary Major Skill	Disciplinary /Minor Skill	FP/Ints/ Apts	Dissertation Skill	Total Credit
I	DMS-1 (4) DMS-2 (4) DMS-3 (4)	DMiS-1 (2) DMiS-2 (2)	4	-	20
II	DMS-4 (4) DMS-5 (4) DMS-6 (4)	DMiS-3 (2) DMiS-4 (2)	4	-	20
Exit option with Post-Graduate Diploma after the first year or two semesters with the completion of courses equivalent to 40 credits					
III	DMS-7 (3) DMS-8 (3)	DMiS-5 (2)	4	6	20
IV	DMj-9 (4)	DMiS-6 (2)	4	12	20
Total	**34**	**12**	**16**	**18**	**80**

DMS   =   Disciplinary Major Skill

DMiS   =   Disciplinary Minor Skill

FP/Ints/Apts =   Field Project/Internship/Apprenticeship

12.   Examination &Evaluation:

12.1   Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

12.2   The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written tests and the third may be written test/Quiz/Seminar/ Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the School. In case of internal assessment, the University shall distribute and design their assessment in a semester.

12.3   School may design their own mode of internal assessment with due approval from respective academic council in view of the "Evaluation Reforms in Higher Educational Institutions, 2019" published by the UGC.

12.4   Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 12.5.

12.5   The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79
B+	7	Good	60-69
B	6	Above Average	50-59

C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

12.6 In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

12.7 If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

12.8 The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second

chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

12.9   On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

12.10   In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

12.11   The provision for review of answer book in semester system will be available as per the existing rules of the University.

12.12   The theoretical and practical courses can be repeated whenever offered or conducted by the University/SOS but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

12.13   Applicable to SOS in the same universities: The SOS, where students from other SOS are registered for choice based elective course(s), will send the Grade to the concerned SOS where the student is enrolled. The result will be declared by the SOS where the student has taken admission.

i)   Computation of SGPA and CGPA

The following procedure will be applied in computing the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

-       The SGPA is the ratio of sum of the product of the number of credits

with the grade points scored by a student in all the courses and the sum of the number of credits of all the courses undergone by the student, i.e.

$$SGPA\ (Si) = \sum(Ci \times Gi)/\sum Ci$$

Where Ci is the number of credits of the ith course and Gi is the grade point scored by the student in the ith course

- The Cumulative Grade Point Average (CGPA) is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \sum(Ci \times Si)/\sum Ci$$

Where Si is the SBPA of ith semester anc Ci is the total number of credits in that semester.

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcript.

ii)   **Format of Transcripts**

Format of the transcripts will be as below:

Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade Point	Credit Point
I	Course 1	3	A	8	3 x 8 = 24
I	Course 2	4	B+	7	4 x 7 = 28
I	Course 3	3	B	6	3 x 6 = 18
I	Course 4	3	O	10	3 x 10 = 30
I	Course 5	3	C	5	3 x 5 = 15
I	Course 6	4	B	6	4 x 6 = 24
Total		20			139
SGPA					139/20=6.95

Computation of CGPA

Semester I	Semester II	Semester III	Semester IV
Credit: 20 SGPA: ----	Credit: 20 SGPA: ---	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----
CGPA = (20 x SGPA + 20 x SGPA + 20 x SGPA + 20 x SGPA)/80			

iii)   **CGPA to Percentage Conversion**

The following formula shall be used for conversion of CGPA to percentage:

Percentage = CGPA*9.5

For example, the GPA is 8
Multiple, i.e. 8*9.5 = 76%

13. Open Online Courses

To achieve the three cardinal principles of India's Education Policy: Access, Equity and Quality and for the benefit of students, options will be given for students to earn credit by completing quality-assured online programmes offered on the University Moocs, Study Webs of Active Learning for Young Aspiring Minds (SWAYAM: www.swayam.gov.in) or other online educational platform approved by regulatory body from time to time. Students may opt to earn credits from such courses upto 40 per cent of the total courses offered in a particular programme.

14. General :

14.1   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

14.2   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

14.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

14.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 23

TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE PROGRAMS

Master of Social Work (MSW)

NCrF Level — 6.5 and 7

1. The provisions of this Ordinance shall apply to the two-year/four-semester Master's degreeMasters of Social Work (MSW).

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Graduation from any recognized University or an equivalent examination will be eligible for admission to these **Post graduate programmes.**

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5. Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6. The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and

other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website.

7. Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year* of a first-degree programme, if the student has successfully completed the first year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8. To enable multiple entry and exit points in the academic programmes as per UGC guidelines for certification of academic qualifications and categorized in terms of certificate, diploma and degree which are organized in a series of academic levels in ascending order from level 5 to level 10. Each level of academic qualification has certain credit requirement and these are presented below (Table 1):

Table 1: Certification of Qualification and Credit Requirement

Levels	Qualification	Credit Requirement
Level 4.5	Undergraduate Certificate (1 Year or 2 Semesters)	36 – 40
Level 5	Undergraduate Diploma (2 Years or 4 Semesters)	72 – 80
Level 5.5	Bachelor's Degree (3 Years or 6 Semesters)	108 – 120
Level 6	Bachelor's Degree with Honours/Research (4 Years or 8 Semesters)	144 – 160
Level 6.5	Post-Graduate Diploma (For those who exit after completion of 1 Year or 2 Semesters of 2-Year Master's degree programme)	36 – 40
Level 7	Master's Degree (2 Years or 4 Semesters after a 3-Year Bachelor's degree)	72 – 80

9. Description of Courses

The two year post graduate programme shall comprise courses under following subjects/Categories:

i) Disciplinary/Major Skill

Disciplinary Major Skill (DMS) are the core courses which require in-depth knowledge in the subject and these are offered/floated by the parent school for a particular degree.

II) Disciplinary/Minor Skill (DMIS)

A minor course provides additional breadth and depth to the main program. It is secondary academic discipline which supplements and complements the major of the program. It may be taken within the same school or from other schools. The inter minors may be of the choice of students which may be opted from other school of their interest. The schools may offer/float the Minor courses available for the students of main discipline as well as students of other disciplines. Each minor is to be intact and provide a flavour of that course.

iii) Field Projects/Internship/Apprenticeship

The students, as a part of their course, will be given opportunities to enroll for Field Project(s) in the areas of community engagement and service, on the Job Training, Internship, and Apprenticeship (FP/Ints/Apts).

iv) Skill Dissertation

Dissertation is an academic writing based on research/project. As a part of the Master's Programme, students are expected to take up research/project and submit the findings/reports in the form of Dissertation.

10. Credit Distribution

These courses will be offered across the semesters with total of 20 credits in each semester. Details of credit distribution across different category of courses for PG/Master's Progamme are shown in Tables 2.

Table 2: Course Category and Credit Distribution for 2-Year PG/Master's Programme

Sl.No.	Course Category	Credit Distribution
1	Disciplinary/Skill (DMS)	34
3	Disciplinary/Skill (DMiS)	12
5	Field Projects (in areas of community engagement and service)/Internship/on the Job training, Apprenticeship (FP/Ints/Apts)	16
6	Skill Dissertation	18
	Total	**80**

11. **Course Structure**

The Course Structure for 2-Year PG/Master's Degree Programme is presented in Table 3. There will be one exit option with Post-Graduate Diploma after completion of one year or two semesters with courses equivalent to 40 credits.

Table 3 : Course Structure for Two-Year PG/Master's Degree Programme with Exit Option.

Semester	Disciplinary/ Inter-disciplinary Major Skill	Disciplinary /Minor Skill	FP/Ints/ Apts	Dissertation on Skill	Total Credit
I	DMS-1 (4) DMS-2 (4) DMS-3 (4)	DMiS-1 (2) DMiS-2 (2)	4	-	20
II	DMS-4 (4) DMS-5 (4) DMS-6 (4)	DMiS-3 (2) DMiS-4 (2)	4	-	20
Exit option with Post-Graduate Diploma after the first year or two semesters with the completion of courses equivalent to 40 credits					
III	DMS-7 (3) DMS-8 (3)	DMiS-5 (2)	4	6	20
IV	DMj-9 (4)	DMiS-6 (2)	4	12	20
Total	34	12	16	18	80

DMS = Disciplinary Major Skill

DMiS = Disciplinary Minor Skill

FP/Ints/Apts = Field Project/Internship/Apprenticeship

12. **Examination &Evaluation:**

12.1 Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

12.2 The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written tests and the third may be written test/Quiz/Seminar/ Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the School. In case of internal assessment, the University shall distribute and design their assessment in a semester.

12.3 School may design their own mode of internal assessment with due approval from respective academic council in view of the "Evaluation Reforms in Higher Educational Institutions, 2019" published by the UGC.

12.4 Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 12.5.

12.5 The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79
B+	7	Good	60-69
B	6	Above Average	50-59

C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

12.6   In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

12.7   If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

12.8   The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second

chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

12.9 On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

12.10 In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

12.11 The provision for review of answer book in semester system will be available as per the existing rules of the University.

12.12 The theoretical and practical courses can be repeated whenever offered or conducted by the University/SOS but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

12.13 Applicable to SOS in the same universities: The SOS, where students from other SOS are registered for choice based elective course(s), will send the Grade to the concerned SOS where the student is enrolled. The result will be declared by the SOS where the student has taken admission.

i) **Computation of SGPA and CGPA**

The following procedure will be applied in computing the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- The SGPA is the ratio of sum of the product of the number of credits

with the grade points scored by a student in all the courses and the sum of the number of credits of all the courses undergone by the student, i.e.

SGPA $(Si) = \sum(Ci \times Gi)/\sum Ci$

Where CI Is the number of credits of the Ith course and Gi is the grade point scored by the student in the ith course

- The Cumulative Grade Point Average (CGPA) is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

CGPA $= \sum(Ci \times Si)/\sum Ci$

Where Si is the SBPA of ith semester anc Ci is the total number of credits in that semester.

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcript.

ii)   **Format of Transcripts**

Format of the transcripts will be as below:

Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade Point	Credit Point
I	Course 1	3	A	8	3 x 8 = 24
I	Course 2	4	B+	7	4 x 7 = 28
I	Course 3	3	B	6	3 x 6 = 18
I	Course 4	3	O	10	3 x 10 = 30
I	Course 5	3	C	5	3 x 5 = 15
I	Course 6	4	B	6	4 x 6 = 24
Total		20			139
SGPA					139/20=6.95

Computation of CGPA

Semester I	Semester II	Semester III	Semester IV
Credit: 20	Credit: 20	Credit: 20	Credit: 20
SGPA: ----	SGPA: ----	SGPA: ----	SGPA: ----
CGPA = (20 x SGPA + 20 x SGPA + 20 x SGPA + 20 x SGPA)/80			

iii)　　CGPA to Percentage Conversion

The following formula shall be used for conversion of CGPA to percentage:

Percentage = CGPA*9.5

For example, the GPA is 8

Multiple, i.e. 8*9.5 = 76%

13.　Open Online Courses

To achieve the three cardinal principles of India's Education Policy: Access, Equity and Quality and for the benefit of students, options will be given for students to earn credit by completing quality-assured online programmes offered on the University Moocs, Study Webs of Active Learning for Young Aspiring Minds (SWAYAM: www.swayam.gov.in) or other online educational platform approved by regulatory body from time to time. Students may opt to earn credits from such courses upto 40 per cent of the total courses offered in a particular programme.

14.　General :

14.1　The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

14.2　This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

14.3　All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

14.4　The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 24

TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE PROGRAMS

Master of Vocational Education (M.VOC.)
NCrF Level – 6.5 and 7

1. The provisions of this Ordinance shall apply to the two-year/four-semester Master's degree Masters of Vocational (M.VOC).

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Graduation from any recognized University or an equivalent examination will be eligible for admission to these Post graduate programmes.

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5. Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6. The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and

other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the Information of all concerned and uploaded on the institutional website.

7. Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year* of a first-degree programme, if the student has successfully completed the first year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8. To enable multiple entry and exit points in the academic programmes as per UGC guidelines for certification of academic qualifications and categorized in terms of certificate, diploma and degree which are organized in a series of academic levels in ascending order from level 5 to level 10. Each level of academic qualification has certain credit requirement and these are presented below (Table 1):

Table 1: Certification of Qualification and Credit Requirement

Levels	Qualification	Credit Requirement
Level 4.5	Undergraduate Certificate (1 Year or 2 Semesters)	36 – 40
Level 5	Undergraduate Diploma (2 Years or 4 Semesters)	72 – 80
Level 5.5	Bachelor's Degree (3 Years or 6 Semesters)	108 – 120
Level 6	Bachelor's Degree with Honours/Research (4 Years or 8 Semesters)	144 – 160
Level 6.5	Post-Graduate Diploma (For those who exit after completion of 1 Year or 2 Semesters of 2-Year Master's degree programme)	36 – 40
Level 7	Master's Degree (2 Years or 4 Semesters after a 3-Year Bachelor's degree)	72 – 80

9. **Description of Courses**

The two year post graduate programme shall comprise courses under following subjects/Categories:

i) **Disciplinary/Major Skill**

Disciplinary Major Skill (DMS) are the core courses which require in-depth knowledge in the subject and these are offered/floated by the parent school for a particular degree.

ii) **Disciplinary/Minor Skill (DMiS)**

A minor course provides additional breadth and depth to the main program. It is secondary academic discipline which supplements and complements the major of the program. It may be taken within the same school or from other schools. The inter minors may be of the choice of students which may be opted from other school of their interest. The schools may offer/float the Minor courses available for the students of main discipline as well as students of other disciplines. Each minor is to be intact and provide a flavour of that course.

iii) **Field Projects/Internship/Apprenticeship**

The students, as a part of their course, will be given opportunities to enroll for Field Project(s) in the areas of community engagement and service, on the Job Training, Internship, and Apprenticeship (FP/Ints/Apts).

iv) **Skill Dissertation**

Dissertation is an academic writing based on research/project. As a part of the Master's Programme, students are expected to take up research/project and submit the findings/reports in the form of Dissertation.

10. **Credit Distribution**

These courses will be offered across the semesters with total of 20 credits in each semester. Details of credit distribution across different category of courses for PG/Master's Progamme are shown in Tables 2.

Table 2: Course Category and Credit Distribution for 2-Year PG/Master's Programme

Sl.No.	Course Category	Credit Distribution
1	Disciplinary/Skill (DMS)	34
3	Disciplinary/Skill (DMiS)	12
5	Field Projects (in areas of community engagement and service)/Internship/on the Job training, Apprenticeship (FP/Ints/Apts)	16
6	Skill Dissertation	18
Total		**80**

11. **Course Structure**

The Course Structure for 2-Year PG/Master's Degree Programme is presented in Table 3. There will be one exit option with Post-Graduate Diploma after completion of one year or two semesters with courses equivalent to 40 credits.

Table 3 : Course Structure for Two-Year PG/Master's Degree Programme with Exit Option.

Semester	Disciplinary/ Inter-disciplinary Major Skill	Disciplinary /Minor Skill	FP/Ints/ Apts	Dissertation Skill	Total Credit
I	DMS-1 (4) DMS-2 (4) DMS-3 (4)	DMiS-1 (2) DMiS-2 (2)	4	-	20
II	DMS-4 (4) DMS-5 (4) DMS-6 (4)	DMiS-3 (2) DMiS-4 (2)	4	-	20
Exit option with Post-Graduate Diploma after the first year or two semesters with the completion of courses equivalent to 40 credits					
III	DMS-7 (3) DMS-8 (3)	DMiS-5 (2)	4	6	20
IV	DMj-9 (4)	DMiS-6 (2)	4	12	20
Total	**34**	**12**	**16**	**18**	**80**

DMS   =   Disciplinary Major Skill

DMiS   =   Disciplinary Minor Skill

FP/Ints/Apts   =   Field Project/Internship/Apprenticeship

12.   Examination &Evaluation:

12.1   Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

12 2   The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written tests and the third may be written test/Quiz/Seminar/ Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the School. In case of internal assessment, the University shall distribute and design their assessment in a semester.

12.3   School may design their own mode of internal assessment with due approval from respective academic council in view of the "Evaluation Reforms in Higher Educational Institutions, 2019" published by the UGC.

12.4   Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 12.5.

12.5   The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79
B+	7	Good	60-69
B	6	Above Average	50-59

C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

12.6   In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

12.7   If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

12.8   The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second

chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

12.9   On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

12.10   In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

12.11   The provision for review of answer book in semester system will be available as per the existing rules of the University.

12.12   The theoretical and practical courses can be repeated whenever offered or conducted by the University/SOS but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

12.13   Applicable to SOS in the same universities: The SOS, where students from other SOS are registered for choice based elective course(s), will send the Grade to the concerned SOS where the student is enrolled. The result will be declared by the SOS where the student has taken admission.

i)   Computation of SGPA and CGPA

The following procedure will be applied in computing the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

-   The SGPA is the ratio of sum of the product of the number of credits

with the grade points scored by a student in all the courses and the sum of the number of credits of all the courses undergone by the student, i.e.

SGPA $(Si) = \sum(Ci \times Gi) / \sum Ci$

Where Ci is the number of credits of the ith course and Gi is the grade point scored by the student in the ith course

- The Cumulative Grade Point Average (CGPA) is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

CGPA $= \sum(Ci \times Si) / \sum Ci$

Where Si is the SBPA of ith semester anc Ci is the total number of credits in that semester.

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcript.

ii)   **Format of Transcripts**

Format of the transcripts will be as below:

Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade Point	Credit Point
I	Course 1	3	A	8	3 x 8 = 24
I	Course 2	4	B+	7	4 x 7 = 28
I	Course 3	3	B	6	3 x 6 = 18
I	Course 4	3	O	10	3 x 10 = 30
I	Course 5	3	C	5	3 x 5 = 15
I	Course 6	4	B	6	4 x 6 = 24
Total		20			139
SGPA					139/20=6.95

Computation of CGPA

Semester I	Semester II	Semester III	Semester IV
Credit: 20 SGPA: ----	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----
CGPA = (20 x SGPA + 20 x SGPA + 20 x SGPA + 20 x SGPA)/80			

iii)   **CGPA to Percentage Conversion**

The following formula shall be used for conversion of CGPA to percentage:

Percentage = CGPA*9.5

For example, the GPA is 8
Multiple, i.e. 8*9.5 = 76%

13.   Open Online Courses

To achieve the three cardinal principles of India's Education Policy: Access, Equity and Quality and for the benefit of students, options will be given for students to earn credit by completing quality-assured online programmes offered on the University Moocs, Study Webs of Active Learning for Young Aspiring Minds (SWAYAM: www.swayam.gov.in) or other online educational platform approved by regulatory body from time to time. Students may opt to earn credits from such courses upto 40 per cent of the total courses offered in a particular programme.

14.   General :

14.1   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

14.2   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

14.3   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

14.4   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 25

TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE PROGRAMS

Master of Science (M.Sc.)

(Data Science/AI/ML/Full Stack Development/Cloud & Cyber Security/Animation and VFX/Game Design and Development/ IT/CS/Environmental Science/Food and Nurtition/Microbiology/ Biotechnology/Applied Methamatics/Applied Physics/Applied Chemistry/Applied Botany/Applied Zoology/others)

NCrF Level – 6.5 and 7

1. The provisions of this Ordinance shall apply to the two-year/four-semester Master's degree Masters of Science (M.Sc.) - (Data Science/AI/ML/Full Stack Development/Cloud & Cyber Security/Animation and VFX/Game Design and Development/IT/CS/Environmental Science/Food and Nurtition/Microbiology/Biotechnology/Applied Methamatics/Applied Physics/Applied Chemistry/Applied Botany/Applied Zoology)

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Graduation from any recognized University or an equivalent examination will be eligible for admission to these Post graduate programmes.

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC

and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5. Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6. The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website.

7. Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year* of a first-degree programme, if the student has successfully completed the first year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8. To enable multiple entry and exit points in the academic programmes as per UGC guidelines for certification of academic qualifications and categorized in terms of certificate, diploma and degree which are organized in a series of academic levels in ascending order from level 5 to level 10. Each level of academic qualification has certain credit requirement and these are presented below (Table 1):

Table 1: Certification of Qualification and Credit Requirement

Levels	Qualification	Credit Requirement
Level 4.5	Undergraduate Certificate (1 Year or 2 Semesters)	36 – 40
Level 5	Undergraduate Diploma (2 Years or 4 Semesters)	72 – 80
Level 5.5	Bachelor's Degree (3 Years or 6 Semesters)	108 – 120
Level 6	Bachelor's Degree with Honours/Research (4 Years or 8 Semesters)	144 – 160
Level 6.5	Post-Graduate Diploma (For those who	36 – 40

	exit after completion of 1 Year or 2 Semesters of 2-Year Master's degree programme)	
Level 7	Master's Degree (2 Years or 4 Semesters after a 3-Year Bachelor's degree)	72 – 80

9. **Description of Courses**

The two year post graduate programme shall comprise courses under following subjects/Categories:

i) **Disciplinary/Major Skill**

Disciplinary Major Skill (DMS) are the core courses which require in-depth knowledge in the subject and these are offered/floated by the parent school for a particular degree.

ii) **Disciplinary/Minor Skill (DMiS)**

A minor course provides additional breadth and depth to the main program. It is secondary academic discipline which supplements and complements the major of the program. It may be taken within the same school or from other schools. The inter minors may be of the choice of students which may be opted from other school of their interest. The schools may offer/float the Minor courses available for the students of main discipline as well as students of other disciplines. Each minor is to be intact and provide a flavour of that course.

iii) **Field Projects/Internship/Apprenticeship**

The students, as a part of their course, will be given opportunities to enroll for Field Project(s) in the areas of community engagement and service, on the Job Training, Internship, and Apprenticeship (FP/Ints/Apts).

iv)   **Skill Dissertation**

Dissertation is an academic writing based on research/project. As a part of the Master's Programme, students are expected to take up research/project and submit the findings/reports in the form of Dissertation.

10.   Credit Distribution

These courses will be offered across the semesters with total of 20 credits in each semester. Details of credit distribution across different category of courses for PG/Master's Progamme are shown in Tables 2.

Table 2: Course Category and Credit Distribution for 2-Year PG/Master's Programme

Sl.No.	Course Category	Credit Distribution
1	Disciplinary/Skill (DMS)	34
3	Disciplinary/Skill (DMiS)	12
5	Field Projects (in areas of community engagement and service)/Internship/on the Job training, Apprenticeship (FP/Ints/Apts)	16
6	Skill Dissertation	18
Total		**80**

11.   Course Structure

The Course Structure for 2-Year PG/Master's Degree Programme is presented in Table 3.   There will be one exit option with Post-Graduate Diploma after completion of one year or two semesters with courses equivalent to 40 credits.

Table 3 : Course Structure for Two-Year PG/Master's Degree Programme with Exit Option.

Semester	Disciplinary/ Inter-disciplinary Major Skill	Disciplinary /Minor Skill	FP/Ints/ Apts	Dissertation Skill	Total Credit
I	DMS-1 (4) DMS-2 (4) DMS-3 (4)	DMiS-1 (2) DMiS-2 (2)	4	-	20

II	DMS-4 (4)	DMiS-3 (2) DMiS-4 (2)	4	-	20
	DMS-5 (4)				
	DMS-6 (4)				
Exit option with Post-Graduate Diploma after the first year or two semesters with the completion of courses equivalent to 40 credits					
III	DMS-7 (3)	DMiS-5 (2)	4	6	20
	DMS-8 (3)				
IV	DMj-9 (4)	DMiS-6 (2)	4	12	20
Total	34	12	16	18	80

DMS   =   Disciplinary Major Skill

DMiS   =   Disciplinary Minor Skill

FP/Ints/Apts   =   Field Project/Internship/Apprenticeship

12. Examination &Evaluation:

12.1   Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

12.2   The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written tests and the third may be written test/Quiz/Seminar/ Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the School. In case of internal assessment, the University shall distribute and design their assessment in a semester.

12.3   School may design their own mode of internal assessment with due approval from respective academic council in view of the "Evaluation Reforms in Higher Educational Institutions, 2019" published by the UGC.

12.4   Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 12.5.

12.5   The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79
B--	7	Good	60-69
B	6	Above Average	50-59
C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

12.6   In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

12.7   If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the

marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

12.8　　The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

12.9　　On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

12.10　　In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for

scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

12.11   The provision for review of answer book in semester system will be available as per the existing rules of the University.

12.12   The theoretical and practical courses can be repeated whenever offered or conducted by the University/SOS but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

12.13   Applicable to SOS in the same universities: The SOS, where students from other SOS are registered for choice based elective course(s), will send the Grade to the concerned SOS where the student is enrolled. The result will be declared by the SOS where the student has taken admission.

i)   **Computation of SGPA and CGPA**

The following procedure will be applied in computing the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

-    The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses and the sum of the number of credits of all the courses undergone by the student, i.e.

SGPA $(Si) = \sum(Ci \times Gi)/\sum Ci$

Where Ci is the number of credits of the ith course and Gi is the grade point scored by the student in the ith course

-    The Cumulative Grade Point Average (CGPA) is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

CGPA $= \sum(Ci \times Si)/\sum Ci$

Where Si is the SBPA of ith semester anc Ci is the total number of credits in that semester.

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcript.

ii) **Format of Transcripts**

Format of the transcripts will be as below:

Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade Point	Credit Point
I	Course 1	3	A	8	3 x 8 = 24
I	Course 2	4	B+	7	4 x 7 = 28
I	Course 3	3	B	6	3 x 6 = 18
I	Course 4	3	O	10	3 x 10 = 30
I	Course 5	3	C	5	3 x 5 = 15
I	Course 6	4	B	6	4 x 6 = 24
Total		20			139
SGPA					139/20=6.95

Computation of CGPA

Semester I	Semester II	Semester III	Semester IV
Cred.t 20 SGPA: ----	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----
CGPA = (20 x SGPA + 20 x SGPA + 20 x SGPA + 20 x SGPA)/80			

iii) **CGPA to Percentage Conversion**

The following formula shall be used for conversion of CGPA to percentage:

Percentage = CGPA*9.5

For example, the GPA is 8

Multiple, i.e. 8*9.5 = 76%

13. **Open Online Courses**

To achieve the three cardinal principles of India's Education Policy: Access, Equity and Quality and for the benefit of students, options will be given for students to earn credit by completing quality-assured online programmes offered on the University Moocs, Study Webs of Active Learning for Young Aspiring Minds (SWAYAM: www.swayam.gov.in) or other online educational platform approved by regulatory body from time to time. Students may opt to earn credits from such courses upto 40 per cent of the total courses offered in a particular programme.

14. **General**

14.1　The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for their students.

14.2　This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

14.3　All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

14.4　The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 26
TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE PROGRAMS

Master of Commerce (M.Com.)

(Financial Services/Management/Accounting/others)

NCrF Level – 6.5 and 7

1. The provisions of this Ordinance shall apply to the two-year/four-semester Master's degree Masters of Commerce (M.Com.) - (Financial Services/Management/ Accounting/others)

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Graduation from any recognized University or an equivalent examination will be eligible for admission to these Post graduate programmes.

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5. Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6. The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC and

other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website.

7. Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year* of a first-degree programme, if the student has successfully completed the first year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8. To enable multiple entry and exit points in the academic programmes as per UGC guidelines for certification of academic qualifications and categorized in terms of certificate, diploma and degree which are organized in a series of academic levels in ascending order from level 5 to level 10. Each level of academic qualification has certain credit requirement and these are presented below (Table 1):

Table 1: Certification of Qualification and Credit Requirement

Levels	Qualification	Credit Requirement
Level 4.5	Undergraduate Certificate (1 Year or 2 Semesters)	36 – 40
Level 5	Undergraduate Diploma (2 Years or 4 Semesters)	72 – 80
Level 5.5	Bachelor's Degree (3 Years or 6 Semesters)	108 – 120
Level 6	Bachelor's Degree with Honours/Research (4 Years or 8 Semesters)	144 – 160
Level 6.5	Post-Graduate Diploma (For those who exit after completion of 1 Year or 2 Semesters of 2-Year Master's degree programme)	36 – 40
Level 7	Master's Degree (2 Years or 4 Semesters after a 3-Year Bachelor's degree)	72 – 80

9. Description of Courses

The two year post graduate programme shall comprise courses under following subjects/Categories:

i) Disciplinary/Major Skill

Disciplinary Major Skill (DMS) are the core courses which require in-depth knowledge in the subject and these are offered/floated by the parent school for a particular degree.

ii) Disciplinary/Minor Skill (DMiS)

A minor course provides additional breadth and depth to the main program. It is secondary academic discipline which supplements and complements the major of the program. It may be taken within the same school or from other schools. The inter minors may be of the choice of students which may be opted from other school of their interest. The schools may offer/float the Minor courses available for the students of main discipline as well as students of other disciplines. Each minor is to be intact and provide a flavour of that course.

iii) Field Projects/Internship/Apprenticeship

The students, as a part of their course, will be given opportunities to enroll for Field Project(s) in the areas of community engagement and service, on the Job Training, Internship, and Apprenticeship (FP/Ints/Apts).

iv) Skill Dissertation

Dissertation is an academic writing based on research/project. As a part of the Master's Programme, students are expected to take up research/project and submit the findings/reports in the form of Dissertation.

10. Credit Distribution

These courses will be offered across the semesters with total of 20 credits in each semester. Details of credit distribution across different category of courses for PG/Master's Progamme are shown in Tables 2.

Table 2: Course Category and Credit Distribution for 2-Year PG/Master's Programme

Sl.No.	Course Category	Credit Distribution
1	Disciplinary/Skill (DMS)	34
3	Disciplinary/Skill (DMiS)	12
5	Field Projects (in areas of community engagement and service)/Internship/on the Job training, Apprenticeship (FP/Ints/Apts)	16
6	Skill Dissertation	18
	Total	**80**

11.   **Course Structure**

The Course Structure for 2-Year PG/Master's Degree Programme is presented in Table 3. There will be one exit option with Post-Graduate Diploma after completion of one year or two semesters with courses equivalent to 40 credits.

Table 3 : Course Structure for Two-Year PG/Master's Degree Programme with Exit Option.

Semester	Disciplinary/ Inter-disciplinary Major Skill	Disciplinary /Minor Skill	FP/Ints/ Apts	Dissertation Skill	Total Credit
I	DMS-1 (4) DMS-2 (4) DMS-3 (4)	DMiS-1 (2) DMiS-2 (2)	4	-	20
II	DMS-4 (4) DMS-5 (4) DMS-6 (4)	DMiS-3 (2) DMiS-4 (2)	4	-	20
Exit option with Post-Graduate Diploma after the first year or two semesters with the completion of courses equivalent to 40 credits					
III	DMS-7 (3) DMS-8 (3)	DMiS-5 (2)	4	6	20
IV	DMj-9 (4)	DMiS-6 (2)	4	12	20
Total	34	12	16	18	80

DMS   =   Disciplinary Major Skill

DMiS   =   Disciplinary Minor Skill

FP/Ints/Apts =   Field Project/Internship/Apprenticeship

12. Examination &Evaluation:

12.1 Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

12.2 The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written tests and the third may be written test/Quiz/Seminar/ Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination; failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the School. In case of internal assessment, the University shall distribute and design their assessment in a semester.

12.3 School may design their own mode of internal assessment with due approval from respective academic counci. in view of the "Evaluation Reforms in Higher Educational Institutions, 2019" published by the UGC.

12.4 Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 12.5.

12.5 The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79
B+	7	Good	60-69
B	6	Above Average	50-59

C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

12.6   In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

12.7   If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

12.8   The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second

chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

12.9   On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

12.10   In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

12.11   The provision for review of answer book in semester system will be available as per the existing rules of the University.

12.12   The theoretical and practical courses can be repeated whenever offered or conducted by the University/SOS but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

12.13   Applicable to SOS in the same universities: The SOS, where students from other SOS are registered for choice based elective course(s), will send the Grade to the concerned SOS where the student is enrolled. The result will be declared by the SOS where the student has taken admission.

i)   **Computation of SGPA and CGPA**

        The following procedure will be applied in computing the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

        -   The SGPA is the ratio of sum of the product of the number of credits

with the grade points scored by a student in all the courses and the sum of the number of credits of all the courses undergone by the student, i.e.

$$\text{SGPA}\ (Si) = \sum(Ci \times Gi)/\sum Ci$$

Where Ci is the number of credits of the ith course and Gi is the grade point scored by the student in the ith course

The Cumulative Grade Point Average (CGPA) is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$\text{CGPA} = \sum(Ci \times Si)/\sum Ci$$

Where Si is the SBPA of ith semester anc Ci is the total number of credits in that semester.

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcript.

ii)   **Format of Transcripts**

Format of the transcripts will be as below:

Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade Point	Credit Point
I	Course 1	3	A	8	3 x 8 = 24
I	Course 2	4	B+	7	4 x 7 = 28
I	Course 3	3	B	6	3 x 6 = 18
I	Course 4	3	O	10	3 x 10 = 30
I	Course 5	3	C	5	3 x 5 = 15
I	Course 6	4	B	6	4 x 6 = 24
Total		20			139
SGPA					139/20=6.95

Computation of CGPA

Semester I	Semester II	Semester III	Semester IV
Credit: 20 SGPA ----	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----
CGPA = (20 x SGPA + 20 x SGPA + 20 x SGPA + 20 x SGPA)/80			

iii)　　**CGPA to Percentage Conversion**

The following formula shall be used for conversion of CGPA to percentage:

Percentage = CGPA*9.5

For example, the GPA is 8

Multiple, i.e. 8*9.5 = 76%

13.　Open Online Courses

To achieve the three cardinal principles of India's Education Policy: Access, Equity and Quality and for the benefit of students, options will be given for students to earn credit by completing quality-assured online programmes offered on the University Moocs, Study Webs of Active Learning for Young Aspiring Minds (SWAYAM: www.swayam.gov.in) or other online educational platform approved by regulatory body from time to time. Students may opt to earn credits from such courses upto 40 per cent of the total courses offered in a particular programme.

14.　General :

14.1　The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

14.2　This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

14.3　All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

14.4　The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 27

TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE PROGRAMS

Master of Physical Education & Sports (MPES)

NCrF Level – 6.5 and 7

1. The provisions of this Ordinance shall apply to the two-year/four-semester Master's degree Masters of Physical Education and Sports (M.P.E.S.)

2. The Ordinance shall be applicable to all such programmes being run by the University in its School of Studies (SoS) and constituent units for their students. More programmes can be offered under this ordinance on the recommendation of Board of Studies.

3. Students who have successfully completed Graduation from any recognized University or an equivalent examination will be eligible for admission to these Post graduate programmes.

4. The admission shall be made on merit calculated on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government from time to time.

5. Student enrolment in a programme/course shall be restricted to the seats allotted by the University.

6. The in-take capacity shall be determined in advance by the university in accordance with the guidelines/norms in this regard issued by the State Government/UGC /MPPURC ard other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website.

other statutory bodies concerned so that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website.

7. Depending upon the academic and physical facilities available, the university may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year* of a first-degree programme, if the student has successfully completed the first year of the same programme in any institution and wants to re-enter into the programme after a break in studies.

8. To enable multiple entry and exit points in the academic programmes as per UGC guidelines for certification of academic qualifications and categorized in terms of certificate, diploma and degree which are organized in a series of academic levels in ascending order from level 5 to level 10. Each level of academic qualification has certain credit requirement and these are presented below (Table 1):

Table 1: Certification of Qualification and Credit Requirement

Levels	Qualification	Credit Requirement
Level 4.5	Undergraduate Certificate (1 Year or 2 Semesters)	36 – 40
Level 5	Undergraduate Diploma (2 Years or 4 Semesters)	72 – 80
Level 5.5	Bachelor's Degree (3 Years or 6 Semesters)	108 – 120
Level 6	Bachelor's Degree with Honours/Research (4 Years or 8 Semesters)	144 – 160
Level 6.5	Post-Graduate Diploma (For those who exit after completion of 1 Year or 2 Semesters of 2-Year Master's degree programme)	36 – 40
Level 7	Master's Degree (2 Years or 4 Semesters after a 3-Year Bachelor's degree)	72 – 80

9. Description of Courses

The two year post graduate programme shall comprise courses under following subjects/Categories:

i) Disciplinary/Major Skill

Disciplinary Major Skill (DMS) are the core courses which require in-depth knowledge in the subject and these are offered/floated by the parent school for a particular degree.

ii) Disciplinary/Minor Skill (DMiS)

A minor course provides additional breadth and depth to the main program. It is secondary academic discipline which supplements and complements the major of the program. It may be taken within the same school or from other schools. The inter minors may be of the choice of students which may be opted from other school of their interest. The schools may offer/float the Minor courses available for the students of main discipline as well as students of other disciplines. Each minor is to be intact and provide a flavour of that course.

iii) Field Projects/Internship/Apprenticeship

The students, as a part of their course, will be given opportunities to enroll for Field Project(s) in the areas of community engagement and service, on the Job Training, Internship, and Apprenticeship (FP/Ints/Apts).

iv) Skill Dissertation

Dissertation is an academic writing based on research/project. As a part of the Master's Programme, students are expected to take up research/project and submit the findings/reports in the form of Dissertation.

10. Credit Distribution

These courses will be offered across the semesters with total of 20 credits in each semester. Details of credit distribution across different category of courses for PG/Master's Progamme are shown in Tables 2.

Table 2: Course Category and Credit Distribution for 2-Year PG/Master's Programme

Sl.No.	Course Category	Credit Distribution
1	Disciplinary/Skill (DMS)	34
3	Disciplinary/Skill (DMiS)	12
5	Field Projects (in areas of community engagement and service)/Internship/on the Job training, Apprenticeship (FP/Ints/Apts)	16
6	Skill Dissertation	18
	Total	**80**

11. **Course Structure**

The Course Structure for 2-Year PG/Master's Degree Programme is presented in Table 3. There will be one exit option with Post-Graduate Diploma after completion of one year or two semesters with courses equivalent to 40 credits.

Table 3 : Course Structure for Two-Year PG/Master's Degree Programme with Exit Option.

Semester	Disciplinary/ Inter-disciplinary Major Skill	Disciplinary /Minor Skill	FP/Ints/ Apts	Dissertati on Skill	Total Credit
I	DMS-1 (4) DMS-2 (4) DMS-3 (4)	DMiS-1 (2) DMiS-2 (2)	4	-	20
II	DMS-4 (4) DMS-5 (4) DMS-6 (4)	DMiS-3 (2) DMiS-4 (2)	4	-	20
Exit option with Post-Graduate Diploma after the first year or two semesters with the completion of courses equivalent to 40 credits					
III	DMS-7 (3) DMS-8 (3)	DMiS-5 (2)	4	6	20
IV	DMj-9 (4)	DMiS-6 (2)	4	12	20
Total	34	12	16	18	80

DMS = Disciplinary Major Skill

DMiS = Disciplinary Minor Skill

FP/Ints/Apts = Field Project/Internship/Apprenticeship

12.   Examination &Evaluation:

12.1   Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory/practical/tutorial, internal, external examinations and total marks for an examination will be decided by the Board of Studies of the University.

12.2   The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted in a semester by conducting including written tests and the third may be written test/Quiz/Seminar/ Assignment for theoretical courses. Each student shall have to appear in the End Semester Examination: failing which, the student will be awarded Ab Grade in that course.In case of Laboratory/Field/Project work based courses, appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the School. In case of internal assessment, the University shall distribute and design their assessment in a semester.

12.3   School may design their own mode of internal assessment with due approval from respective academic council in view of the "Evaluation Reforms in Higher Educational Institutions, 2019" published by the UGC.

12.4   Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 12.5.

12.5   The grading will be made on 10-point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very good	70-79
B+	7	Good	60-69
B	6	Above Average	50-59

C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

12.6 In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.

12.7 If a student obtains F or Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).

12.8 The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second

chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.

Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.

12.9   On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.

12.10   In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.

12.11   The provision for review of answer book in semester system will be available as per the existing rules of the University.

12.12   The theoretical and practical courses can be repeated whenever offered or conducted by the University/SOS but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

12.13   Applicable to SOS in the same universities: The SOS, where students from other SOS are registered for choice based elective course(s), will send the Grade to the concerned SOS where the student is enrolled. The result will be declared by the SOS where the student has taken admission.

i)   **Computation of SGPA and CGPA**

The following procedure will be applied in computing the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

-       The SGPA is the ratio of sum of the product of the number of credits

with the grade points scored by a student in all the courses and the sum of the number of credits of all the courses undergone by the student, i.e.

SGPA $(Si) = \sum (Ci \times Gi)/\sum Ci$

Where Ci is the number of credits of the ith course and Gi is the grade point scored by the student in the ith course

- The Cumulative Grade Point Average (CGPA) is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

CGPA $= \sum (Ci \times Si)/\sum Ci$

Where Si is the SBPA of ith semester anc Ci is the total number of credits in that semester.

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcript.

ii) **Format of Transcripts**

Format of the transcripts will be as below:

Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade Point	Credit Point
I	Course 1	3	A	8	3 x 8 = 24
I	Course 2	4	B+	7	4 x 7 = 28
I	Course 3	3	B	6	3 x 6 = 18
I	Course 4	3	O	10	3 x 10 = 30
I	Course 5	3	C	5	3 x 5 = 15
I	Course 6	4	B	6	4 x 6 = 24
Total		20			139
SGPA					139/20=6.95

Computation of CGPA

Semester I	Semester II	Semester III	Semester IV
Credit: 20 SGPA: ----	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----	Credit: 20 SGPA: ----
CGPA = (20 x SGPA + 20 x SGPA + 20 x SGPA + 20 x SGPA)/80			

iii) **CGPA to Percentage Conversion**

The following formula shall be used for conversion of CGPA to percentage:

Percentage = CGPA*9.5

For example, the GPA is 8

Multiple, i.e. 8*9.5 = 76%

13. Open Online Courses

To achieve the three cardinal principles of India's Education Policy: Access, Equity and Quality and for the benefit of students, options will be given for students to earn credit by completing quality-assured online programmes offered on the University Moocs, Study Webs of Active Learning for Young Aspiring Minds (SWAYAM: www.swayam.gov.in) or other online educational platform approved by regulatory body from time to time. Students may opt to earn credits from such courses upto **40 per cent of the total courses offered in a particular programme.**

14. General :

14.1 The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

14.2 This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

14.3 All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

14.4 The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 28

Doctor of Philosophy (Ph.D.) Degree Programs
NCrF Level – 8

1. Course & Faculty

1.1 The Degree of Doctor of Philosophy (Ph.D.) may be granted in any discipline, belonging to any faculty of the SCOPE Global Skills University, in which Postgraduate Studies and / or Research is available at the University.

1.2 These programmes are offered by concerned faculty on the recommendation of the Board of Studies and approval of the Academic Council.

1.3 The ordinance shall be applicable to all the Schools of this University.

2. Duration

2.1 Doctor of Philosophy shall be a full time/part time Degree Programme. The duration of the course shall be of minimum three years and a maximum of Six Years.After that his / her admission along with registration shall be cancelled. Any modification made by the regulatory authority at any time shall be applicable under this program, if authority of the University approves it.

2.2 Extension beyond the above limits will be governed by the relevant clauses as stipulated in the Statute / Ordinance of the University

2.3 The women candidates and Persons with Disability (More than 40% disability) may be allowed a relaxation of one year in the maximum duration. In addition, the women candidates shall be provided Maternity Leave / Child Care Leave once in the entire duration of the program for up to 240 days on the recommendation of RAC.

2.4 The candidate registered for Ph.D. Programme shall not be permitted to join any other programme / course of this or any other University.

2.5 The candidate once registered for Ph.D. Programme shall submit the Ph.D. thesis.

3. Intake & Fees

3.1 The intake and fees for this course shall be decided by the University from time to time, subject to the approval of Regulatory Authority, if any.

3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of Regulatory Body, if any.

4. Academic Year

4.1 There will be two academic cycles every year starting one from July and second from January.

5. Eligibility

5.1 A Candidate for the degree of Doctor of Philosophy must, at the time of application, hold Master's degree with at least 55% marks or an equivalent grade from a recognized University / Deemed University or any other University incorporated by the law. The Master's degree must be available till the last date for application for admission.

5.1.1 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, shall be allowed for those belonging to SC/ST/OBC(non-creamy layer)/ Differently-abled and other categories of candidates. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

5.2 The Candidates will have to appear in Combined Entrance Test (CET) conducted by SCOPE Global Skills University as per rules. Details of the CET will be uploaded on University website.

5.3   University may decide separate terms and conditions for those scholars who qualify UGC/CSIR (JRF) Examination / SLET / GATE / Teacher Fellowship holder or have passed M.Phil. programme for CET for Ph.D. Programme.

5.4   It shall be followed by an interview to be organized by the University as the case may be.

5.5   At the time of interview, research scholars are expected to discuss their research interest / area.

5.6   Only the predetermined number of students may be admitted to Ph.D. Programme. Additional Eligibility condition for Part-Time Ph.D. Admission.

     a)   The applicant should be an employee of an educational institute/organization/Industry and must produce No Objection Certificate (NOC) from his employer on or before the interview.

     b)   The candidate proves to the satisfaction of the SFRC that his/her official duties permit him to devote sufficient time to research.

     c)   The candidate proves to the satisfaction of the SFRC that facilities for pursuing research are available at his place of work in the chosen field of research.

     d)   He will be required to visit university (on working days) to meet his supervisor in the schools at least twice in a month.

5.7   Maximum number of research scholars that can be registered and allowed to pursue research work under a supervisor at any particular time shall be not more than Eight.

5.8   Provided that the candidate registered with the Co-Supervisor shall not be counted for the number of candidate under a supervisor.

6.   Procedure for Admission

6.1   A Candidate must apply for registration for Ph.D. degree of his subject on the prescribed form obtainable on payment of prescribed fee, stating.

6.1.1   His qualification and experience.

6.1.2   Subject in which he proposes to work.

6.1.3   The field or topic of research work.

6.1.4   Name of the supervisor (along with that of Co-Supervisors, if any) under whom he wishes to carry on investigations along with the consent of the supervisor and co supervisors, if any.

6.2   The application must also be accompanied with:

6.2.1   Registration fee as prescribed by the University

6.2.2   A certificate from the head of the University School of Studies, testifying that adequate facilities exist and stating that the head of the University School of Studies will, in case the candidate is permitted, allow the candidate to work in his/ her school or institute.

6.2.3   Attested copies of the mark sheet / grade sheet of Master's Degree examination should be enclosed with the application. Application for registration may be submitted any time during the academic year.

6.2.4   A certificate from the Head of the Institute where he/she wishes to pursue his/her research work, that he/she has paid the following first instalment fees, be enclosed;

6.2.4.1   Tuition fee as decided by the University subject to the approval of Regulating Body.

6.2.5   After payment of fees along with the form of application the candidate will be provisionally admitted.

6.3   Provided the application is found in order after being scrutinized by the dean of faculty.

7. Selection Process

7.1   Candidates will be selected through an Entrance Test followed by an interview, who have secured atleast 45% marks or equivalent grade. The entrance test will be used to shortlist the candidates to be interviewed.

7.2   The interview of the short listed candidates will be held immediately after the entrance test as per announced programme.

8. Entrance Test Details for Ph.D. Programmes

8.1   Entrance test conducted by the Research / Exam Cell of the University and norms decided by University and as per UGC regulations for the purpose issued from time to time.

8.2   Medium: Medium of academic programs shall be Hindi / English.

9. Course Work

9.1   After having been admitted each Ph.D. Student shall be required to undertake course work for one semester in the concerned schools.

9.2   The course work shall be treated as pre Ph.D. preparation and must include a course on research methodology which should include quantitative method, Computer Applications and reviewing of the literature in the relevant field.

9.3   The HOD of the respective schools shall prepare the time table of the course work, teaching, continuous evaluation and the internal assessment and shall conduct the same.

9.4   The semester end examination of the course work shall be conducted by the University. The passing standard in the course work shall be 50%

9.5   After completion of the course work by the student, the schools shall issue a certificate indicating that the student has completed the course work and he/she is qualified for research and writing the thesis.

10.　RESEARCH ADVISORY COMMITTEE (RAC)

10.1　There shall be a Research Advisory Committee, for each Ph.D. scholar.

10.2　The constitution of RAC shall be :

10.2.1　The scholar's Supervisor as the Convener of this Committee

10.2.2　The scholar's Co-Supervisor (if any)

10.2.3　One faculty member from the concerned schools, who is eligible to be the Supervisor and to be nominated by the SRC,

10.3　This Committee (RAC)shall have the following responsibilities:

10.3.1　To review the candidate's research proposal, topic of research and Synopsis, for presentation to the SRC, which shall approve the same with or without modifications. The Title must be specified in Hindi and English for all scholars. It shall be framed in the chosen language and its transliteration (not translation) shall have to be given in the second language, for awarding the same on the Ph.D. Degree.

10.3.2　To supervise the research scholar to develop the study design and methodology of research

10.3.3.　To identify the course(s) during Course Work, that he/she has to do.

10.3.4　To periodically review and assist in the progress of the research work of the research scholar.

10.4　Every research scholar shall be required to submit half yearly report on the prescribed Performa to the Supervisor from the period 1st January to 30th June on or before 31st of July and from 1st July to 31st December on or before 31st of January (This may be changed by the school, due to admission and other constraints). The supervisor of the research scholar will give his assessment about the progress of the scholar. The Report shall be send to the members of the Research Advisory Committee for their suggestions.

10.5　After submission of the six monthly report, the scholar shall appear before the Research Advisory Committee to make a presentation of the progress of his/her work for evaluation and further guidance. Comments on the six monthly progress reports shall be submitted by the Research Advisory Committee to the SRC with a copy to the research scholar.

10.6　In case the progress of the research scholar is unsatisfactory, during two consecutive terms of six months, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. The research scholar shall have to implement corrective measures to the RAC for evaluation. In case it is not corrected by the next six monthly evaluation, the Research Advisory Committee may recommend to the SRC, with specific reasons for cancellation of the registration of the research scholar. The SRC may forward the same or approval of the Vice Chancellor or suggest other corrective actions.

10.7　After the scholar completes the research work he/she shall submit a pre-thesis report (in hard and soft copies), the RAC shall examine the same in the light of regulation and forward the same to SRC, who in turn shall forward it to the examination section, for taking the consent of the proposed examiners.

10.8　After the submission of pre-thesis by the candidate, the RAC shall submit a panel of eight external examiners and out of which four must be from out of the state. Any examiners from abroad may be proposed in addition to the above eight. The examiners shall have minimum qualifications of eligible supervisor and should be relevant to the topic and should not in the employment of the University.

11.　SCHOOL RESEARCH COMMITTEE (SRC)

11.1　Every School shall have School Research Committee (SRC) duly constituted by the Vice Chancellor from time to time.

11.2　All teachers of the school who are eligible to be Supervisor shall be members of the committee.

11.3　It shall also contain the Vice Chancellor or his nominee (a faculty member from another school, who is eligible to be a Supervisor in that school)

11.4   The Head of School shall be the Convener of SRC.

11.5   If required there can also be one or two external subject experts appointed by the Vice Chancellor. A panel of six experts shall be submitted by the HOS in consultation with the members.

11.6   This SRC shall have the following responsibilities:

11.6.1   To conduct interviews/ Viva Voce for the applicants of Ph.D. Admission, both from entrance examination and from other permitted streams so as to finalize the merit list of candidates for admission to Ph.D.

11.6.2   To finalize the Research Supervisors and Co-supervisors based on the proposed topics and availability of members.

11.6.3   To formulate the RAC for every candidate.

11.6.4   To review the research proposal synopsis presentation in the light of recommendations of RAC and categorically approve the topic of research and synopsis with or without modifications.

11.6.5   To review and approve or suggest modifications in every six monthly progress report forwarded by the RAC.

11.6.6   In case the two consecutive six monthly progress of the research scholar are reported by RAC to be unsatisfactory with specific recommendation for cancellation, the SRC shall give a chance of hearing from the scholar to correct the same by next six monthly slot followed by re-evaluation by RAC. In case RAC still recommends unsatisfactory performance the SRC may finally recommend the cancellation of the registration of the research scholar for approval from the Vice Chancellor.

11.6.7   After the RAC recommends the completion of research work done by the scholar as per the synopsis and ordinance along with short pre-thesis report, the SRC shall allow the scholar to make a presentation to permit him /her for the preparation and submission of final thesis with or without modifications there in. A copy of the recommendation shall be given to the scholar.

11.6.8　After the SRC has accepted the final thesis for final submission, it shall be send to the Examination Section for evaluation to be followed by open defense.

11.6.9　The SRC shall forward to the Examination Section, the examiners' panel proposed by the RAC unless there are flaws as per the regulations.

11.6.10　The SRC shall maintain records of the Ph.D. scholars and forward the same to the Academic Section and for declaration on the website and records.

11.6.11　The minutes of SRC shall be applicable after approval from the Vice Chancellor.

12.　Pursuing the Research

12.1　A candidate shall ordinarily be permitted to work for Ph.D. degree in the subject in which he has the Master's degree, provided that research work leading to Ph.D. degree may be allowed in allied subjects of interdisciplinary nature.

12.2　The candidate shall pursue his/her research at the approved place of research under the Supervisor/Co-Supervisors on the approved subject. The candidate shall be permitted to submit his/ her thesis not earlier than 24 months (total period should not be less than 36 months) and not later than four calendar years from the date of registration. In case a candidate does not submit his/her thesis within four calendar years, from the date of registration and does not apply for extension. On time, his/her registration shall stand automatically cancelled. Provided that the period for submission of thesis can be extended by one year by the Vice Chancellor, if he / she applies for extension within a month after the expiry of registration period together with the prescribed fee. In case the candidate does not submit his/her thesis within the extended period, his/her registration shall stand automatically cancelled.

12.3　Provided also that Vice Chancellor may permit a candidate to get re-registered on the same topic on payment ofthe prescribed re.registration fee. The

minimum period of 36 months and attendance shall not apply to such re-registered candidate.

12.4 The candidate possessing M.Phil. degree or a teacher with 2 years teaching experience at the time of registration can submit his/her thesis after 30 months instead of 36 months as provided in clause (5)of the Ordinance.

12.5 The candidate shall put in at least 300 days attendance including actual attendance he/she will earn during the course work in the institution concerned or with the Supervisor.

13. Eligibility for Guide

13.1 The person recommended as Supervisor/Co–Supervisor to guide the Research Scholar must be:

13.1.1 A professor in a University School of Studies.

OR

A Reader / Associate Professor in a University School of Studies or a Research Centre possessing either Doctorate degree or has published five research papers in standard Research journals.

OR

A Lecturer/Assistant Professor of a University School of studies/Research centre who has obtained a Doctorate degree in the subject and has published at least five Research papers in standard Research journals and has at least five year teaching experience after Ph.D.

OR

A Scientist / Director working in a research institute / organization / establishment / laboratory, identified by the University as a Research Centre by signing an MOU of the effect, who has obtained a doctorate degree and published 5 research papers on concerned subject in standard research journals and has 5years post-doctoral experience.

13.2 The person recommended as co-supervisor to guide Research Scholar together with supervisor must be a Teacher /Scientist/ Director of any Institute / Research establishment who has obtained a Doctorate degree and has 5 year Post-Doctoral research experience.

14. Research Centre

14.1 A candidate may pursue his research work for Ph.D. degree in a research centre recognized by the University for this purpose. This may include:

14.1.1 University School of Studies in the subject concerned

14.1.2 Research institute of national/international repute in respective fields, with exceptional research facilities.

14.1.3 Industry of international repute, actively involved in research and development activities in the subject and having sufficient R&D infrastructure for conducting research, which must be Government of India approved R&D centre.

14.1.4 A candidate permitted to work in such Industry stated in pre Para, shall be required to take at least one co-supervisor from that organization / industry. Such Co-supervisor should be Scientist / Director of the R&D centre not below the rank of Associate Professor of the University.

14.1.5 A candidate permitted to work in such Research Establishment, stated in pre Para, shall also be required to take at least one co-supervisor from that industry. Such Co-Supervisor should be Scientist/ Director of the R&D centre not below the rank of Associate Professor of the University.

14.2 Candidates will be permitted to pursue research work in any of the above centre outside of the University only after such centre has entered into an MOU for research work.

14.3   All new ResearchCentres and new supervisors (Guide / Co-Guide) have to be approved by the Academic Council on the recommendations of concerned RDC/ Faculty / Board of Studies.

15.   Change of Supervisor

15.1   The candidate may be allowed to change the Supervisor by the Vice Chancellor on the recommendation of the committee constituted by the Vice Chancellor for this purpose under special circumstances. No major change in the topic of research will be permitted due to change in supervisor.

16.   Submission of Thesis

16.1   The University shall obtain every six months a record of attendance, receipt of fees paid and a progress report of the work of the Research scholar from his/ her Supervisor. If the progress of work is not found satisfactory in two successive reports or no reports are received for a period of one year and the candidate fails to deposit fees, the Vice Chancellor may remove the name of the scholar from the list of those registered for the Ph.D. degree.

16.1.1 Prior to submission of the thesis, the student shall make a pre Ph.D, presentation in the School that may be open to all faculty members and research students, for getting feedback and comments, which may be suitably incorporated into the draft thesis under the advice of the supervisor.

16.1.2 The candidates shall publish at least one research paper in referred Journal before the submission of the thesis for adjudication, and produce evidence for the same in the form of acceptance letter or the reprint.

16.1.3 The candidate shall submit five copies of the summary of the thesis together with a list of research papers published/communicated for publication, if any, through his Supervisor to the Registrar about three months prior to the anticipated date of submission of thesis.

16.1.4 The RAC shall submit a panel of at least six names of examiners actively engaged in the concerned area of research not below the rank of Reader or Professor in a sealed cover to the Registrar. Provided that the panel of examiners shall be obtained from the Chairman, Board of Studies of the subject concerned, in case the candidate is related to the supervisor.

16.1.5 On the receipt of the panel of examiners from the RAC and summary from the candidate, the Registrar shall call a meeting of Examination Committee of the subject. The Committee considering the panel submitted by the Supervisor/Chairman, Board of Studies of the subject concerned will prepare a panel of six names to act as examiners.

16.1.6 The candidate shall supply three types written/photocopies, hard bound, with soft-copy of the thesis prepared using the standard word processors and scanned copy of the published & presented research papers with certificates received (if any) in CDs (3 copies) along with the following:

16.1.6.1 Published / Communicated Papers(s).

164.1.6.2 The thesis must be accompanied by a declaration from the candidate that thesis embodies his own work and he/she has worked under the Supervisor at the approved place of work for the required period as per provisions of the ordinance.

16.1.6.3 The certificate from the supervisor together with Co-Supervisor, if any, that the thesis fulfils the requirements of the ordinance relating to the Ph.D. Degree of the University.

16.1.6.4 The candidate shall also remit with the thesis prescribed fee as the Examination Fee.

17. Examination Rules

17.1 On receipt of the thesis along with the certificates and fee it shall be sent to two examiners appointed by the Vice Chancellor and already consented as per ordinance.

17.2   The thesis to be accepted for the award of the Ph.D. degree must comply with the following conditions:

17.2.1 It must be a piece of research work characterized either by the discovery of the facts or by a fresh approach towards the interpretation of the facts. In either case it should evince the candidate's capacity for critical examination and sound judgment.

17.2.2 It must be satisfactory in point to language and presentation of the subject matter.

17.2.3 The examiners shall categorically recommend in the prescribed Proforma acceptance, revision or rejection of the thesis together with detailed comments. The examiner must also give a list of the questions he wishes to be asked at the Viva Voce Examination.

17.2.4 If the examiners recommend that the candidate be asked to improve his thesis, the Vice Chancellor shall permit the candidate to resubmit his thesis not earlier than six months and not later than eighteen months, the period being counted from the date of the issue of order to the candidate. The candidate shall be provided examiner(s)' reports without disclosing the names. In case the candidate is allowed to resubmit the thesis he/she will have to pay the prescribed fee afresh at the time of resubmission, but it shall not be necessary for him to reproduce any certificate of further attendance at the institute at which he/she carried out the work.

17.2.5 The resubmitted three copies of the thesis must clearly mention that it is a revised version.

17.2.6 The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.

17.2.7 In case both the examiners of revised thesis accept the thesis for the award then the candidate shall be awarded the Ph.D. Degree on successful viva-voce examination as per provisions of the Ordinance.

17.3   The Vice Chancellor can recall the thesis from any examiner who fails to send the report within three months of the date of dispatch of the thesis and may appoint another examiner.

17.4   In case both the .examiners reject the thesis or one of them rejects the thesis and the other recommends a revision of the thesis then the thesis shall be rejected.

17.5   If both the examiners recommend for the revision of the thesis, the candidate shall be called upon to revise the thesis in the light of the observations of the examiners.

17.6   If one examiner approves the thesis and the other rejects it or recommends for revision of the thesis then the thesis shall be sent to the third examiner drawn from the panel of examiners approved by the Vice Chancellor.

17.7   In case both the original examiners accept the thesis for the award of the Ph.D. degree or in the event of it being referred to the third examiner, and the third examiner accepts the thesis for the award of the Ph.D. degree, then the candidate shall be called upon to appear at the viva-voce examination before a board of examiners comprising the supervisor, co-supervisor (if any) and one of the two examiners (approved) by the Vice Chancellor who have accepted the thesis for the award of the Ph.D. Degree. Provided that the Vice Chancellor shall appoint Head of School of Studies or Chairman, Board of Studies of the subject concerned to act as Viva-Voce Examiner, in place of the supervisor in case the candidate is related to the supervisor.

17.8   The Supervisor / Head, University School of studies, as the case may be, shall be communicated the name of the external examiner appointed by the Vice Chancellor to conduct the viva-voce examination. The date fixed in consultation with the external examiner for the Viva-Voce shall be informed to the candidate and to the Registrar.

17.9   Provided that in special circumstances the Vice Chancellor may appoint alternate viva-voce examiner, if both the examiners are not in a position to conduct the Viva-Voce examination.

17.10 The Viva Voce examination shall be conducted at the University School of Studies in the Subject or at any place fixed by the University for the purpose. The date, time and place or viva-voce examination shall be notified by the Registrar on the University Notice Board at least a week in advance. At the time of viva-voce examination the board of examiners shall be provided the reports of the examiners which shall be returned along with report of viva-voce examination to the Registrar.

17.11 The candidate shall present the work embodied in the thesis to the board of examiners, members of faculty, research scholars and other interested persons. After the presentation of the research work the Board shall ask questions together with those questions which have been given along with examiners reports. Others in the audience may also ask questions and the candidate shall reply only those questions which are permitted by the external examiner.

17.12 In case the recommendation of the Viva-Voce examiners differ from that of the thesis examiner or there is difference of opinion between the viva-voce examiners, the candidate shall reappear at a second viva-voce examination within six months. If the candidate fails to satisfy the viva-voce examiners a second time, his/her thesis shall be finally rejected. Such candidates would be required to pay an additional fee as prescribed by the University for the second Viva.Voce. The external examiner for second Viva-Voce shall be appointed by the Vice Chancellor.

17.13 The thesis shall be published only with permission of the University and such publication shall state on the title page itself that this was a thesis approved for the award of the Ph.D. Degree of the University.

17.14 After the Viva-Voce, the recommendation of the examiner shall be reported to the Academic Council / BOM for the award of Ph. D. Degree to the candidate. One copy of the thesis will be kept in the University Library and another copy will be kept in the School Library of the Institute where the research work was carried out, and One copy along with CD will be sent to UGC within a period

of thirty days, for hosting the same in INFLIBNET, accessible to all Institutions / Universities.

17.15 After the declaration of the result the successful candidates may be provided the copies of reports of examiners who recommended for the award of the degree on payment of prescribed fee. The reports will not disclose the identity of the examiners.

17.16 Along with the Degree, the University shall issue provisional Certificate certifying to the effect that the Degree has been awarded in accordance with the provisions to Ph.D. Regulations of the UGC

17.17 On detection of any irregularity, the University may take suitable steps to withdraw the degree.

18. REGULATION ATTACHMENTS

18.1 The regulation is annexed with formats for the Thesis, Reports, Fee schedule etc. in the Annexure. These may be updated by separate approval from Vice Chancellor without affecting the Regulation

19. DEPOSITORY WITH INFLIBNET:

19.1 Soon after the successful completion of the evaluation process the Examination section shall submit an electronic copy of the Ph.D. thesis to the InfLibNet or other locations, for hosting the same so as to make it accessible to all Universities/ Colleges.

20. General

20.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not in consistent with the provisions of this ordinance.

20.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the

examination.

20.3   In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal, Madhya Pradesh.

20.4   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for their students.

20.5   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

20.6   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

20.7   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

APPENDIX-1

PROFORMA FOR SYNOPSIS

1.   Title of the thesis

2.   Introduction

3.   Motivation

4.   Objective(s) and Scope (Research Problem/Question   and Hypothesis)

5.   A brief review of the work already done in the field (Literature   Survey)

6.   Proposed Methodology / Plan of Work during the tenure of the research work

7.   Expected outcome of the proposed work

8.   List of Publications based on the research work (Attach one set of reprints).

9.   Proposed contents of the thesis (for Social Science Subjects Only).

10.   References (Bibliography).

Signature of Supervisor   Signature of the Candidate

Date   Date

Signature of Co-Supervisor (if   any)

Date

APPENDIX-2

CERTIFICATE BY THE CANDIDATE

I certify that the thesis entitled ....approved by Research Degree Committee, submitted for the award of Ph.D. embodies my own work. I further certify that to the best of my knowledge and belief the thesis does not contain any part of any work which has been submitted for the award of any degree either in this University or in any other University/Deemed University without proper citation.

Signature of Supervisor   Signature of the Candidate

APPENDIX-3

CERTIFICATE OF THE SUPERVISOR

This is to certify that the work entitled ……………………………………….. is a piece of research work done by Shri/Smt./Ku. …………………………. Under my/our guidance and supervision for the degree of Doctor of Philosophy of SCOPE Global Skills University, Bhopal, Madhya Pradesh, India. I certify that the candidate has put in an attendance of more than 200 days with me.

To the best of my knowledge and belief the thesis:

(i)   Embodies the work of the candidate himself /herself:

(ii)   Has duly been completed :

(iii)   Fulfils the requirement of the Ordinance relating to the Ph.D. Degree of the University; and

(iv)   is up to the standard both in respect of contents and language for being referred to the examiner.

Signature of the Co-Supervisor   Signature of the Supervisor

Date: ……………………………   Date: …………………………

APPENDIX- 4

CONFIDENTIAL PROGRESS REPORT BY SUPERVISOR

Six monthly progress report of the research work done for the period from .... To .... of the research scholar.

1.   Name of the research scholar

2.   Subject

3.   Topic registered for Ph.D. Degree

4.   Name of the Supervisor

5.   Name of Co-Supervisor (if any)

Description of the guidance on the topic	Period with dates the Candidates has been with the guide for research work (It may also indicate the date of leave availed by the candidate during the above period.

Remarks of the Supervisor on the work done by the candidate on topic :

Fees paid vide receipt No. .... Date ....

Signature of the Supervisor

Date: ....   Address : ....

Place: ....

APPENDIX-5

REQUEST FOR PRE-PH.D. PRESENTATION BASED ON DRAFT THESIS

The Registrar,

SCOPE Global Skills University

Subject:- Request for making Pre-Ph.D. Presentation based on draft thesis.

Reference : Ph.D. registration letter No .... dated ....

Sir,

With reference to above the details of my Ph.D. thesis are given bellow:

1. Name of the candidate

2. Name of Supervisor and Co-Supervisors

3. Subject

4. Place of work

5. Title of thesis

My draft thesis is complete and I want to make Pre-Ph.D. Presentation. Kindly arrange for the same.

Date: ....   (Signature of the Supervisor)

Place: ....   Name and Address:

(Signature of the candidate)

Name and Address: ....

APPENDIX-6

FORWARDING LETTER OF HEAD OF INSTITUTION OF RESEARCH CENTRE

The Ph.D. thesis entitled .... Submitted by

Shri/Smt./Ku. ....

is forwarded to the University in three copies. The candidate has paid the necessary fees and there are no dues outstanding against him/her.

Date:.....................

Place: ....

                                    ....

                                    (Signature of Head of Institution where the

                                    candidate was registered for Ph.D. degree)

                                    Name ....

                                    Seal ....

APPENDIX-7

EXAMINERS REPORT ON PH.D.

Title of Thesis .... Subject
.... Faculty ....

1. The thesis is recommended for the award of Ph.D. Degree.   Yes/ No

2. The thesis be revised on the lines detailed below ....
....

3. The thesis be rejected .... Please specify Yes/No, as
   the case may be.

DETAILED REPORT

(The examiner is requested to give his/ her detailed report below on the following points.)

(i)   It must be a piece of research work characterized   either by the discovery of new facts or by a fresh approach towards the interpretation of facts & theories.

(ii)   It evinces the candidate's capacity for critical examination &sound judgment.

(iii)   It must be satisfactory in point of language & presentation of the subject matter.

Note: Additional sheet(s) may be attached, if necessary.

Date   ....

Place   ....   (Signature of the Examiner)

Full Name & Address

....

ORDINANCE NO. 29

Four Years (Eight Semesters)/Degree/ Honour's / Research) Under Graduate Degree Programs

Bachelor of Physiotherapy (BPT)

NCrF Level - 6

1. **COURSE & FACULTY**

   1.1   This ordinance shall be applicable to four years under graduate degree course in Physiotherapy. This course shall be run on semester system.

   1.2   The ordinance shall be applicable to the School of this University, who will offer this course.

2. **DURATION**

   2.1   The duration of these courses of study shall extend over four years (eight semesters).

   2.2   A candidate has to complete the entire course of under graduate degree within a maximum period of eight years from the session of first admission.

3. **INTAKE & FEES**

   3.1   The intake for each of these programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory authority if any.

   3.2   Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory authority, if any.

4.   ACADEMIC YEAR

4.1   There will be one academic cycle every year from July to June.

5.   ELIGIBILITY

5.1   A candidate shall be eligible for admission to Engineering, Agriculture, Physiotherapy, Pharmacy and Nursing.

5.2   As per eligibility criteria of concerned regulatory body/council/Regulatory Bodies or Councils.

5.3   Candidates appearing for the eligibility examination and awaiting for their results can apply but they will have to provide proof of passing the examination within 30 days of admission.

6.   ADMISSION PROCEDURE

Admission under this course will be made as follows:

6.1   The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle. Alternately University may decide to conduct an Online/Offline admission test for which also notification will be issued.

6.2   List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.

7.   Course Structure

7.1   This under graduate course which follows the semester system shall consist of:

7.1.1   Such courses (papers) as prescribed by the University/Regulatory Bodies or Councils.

7.1.2 Such job internship, lab work, practical, in field training, projects etc. as may be prescribed by the University/Regulatory Bodies or Councils.

7.1.3 Such scheme of examination as prescribed, by the University/Regulatory Bodies or Councils from time to time.

7.2 The course curriculum of each course shall be recommended by the concerned Board of Studies faculty and approved by the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and/or marking scheme of the course after the due approval of Vice chancellor.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination

9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / practical delivered.

9.1.2 Paid all the fees due.

9.1 3 Obtained 'No Dues' certificate from the concerned School.

9.1.4 Submitted the job internship certificate / Project Report, as notified in the Syllabus.

9.1.5 Received in Plant / Practical Training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

9.2 There will be a full examination at the end of each semester consisting of all the papers as per syllabus in theory and practical. Apart from continuous comprehensive examination (CCE)/internal assessment. The internal assessment will be held in the manner prescribed of the University from time to time.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

10.1 There shall be no supplementary or second examination in between the semester exam.

10.2 A candidate may provisionally continue his/her studies in higher semester class after the examinations of the semester he/she appeared is over. However, his/her eligibility shall be evaluated only after the results of semesters are declared at which he/she had appeared.

10.3 A candidate, who has taken admission in odd and has appeared in the examination of odd semester of a particular year, will automatically be promoted to even semester of that year irrespective of failing in any number of subjects of previous semester.

10.4 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year/ semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.

10.5 Provided further, that if a candidate fails in some papers in any semester examination, he/she may be allowed to appear as an ex-student in the next examination of the same semester.

10.5.1 A candidate, who clears all the subjects of 1st semester examination or fails in one or more subjects of the same, will be allowed admission in the 2nd semester.

10.5.2 A candidate, who clears all the subjects of 2nd semester examination or fails in one or more subjects of the same, will be allowed admission in 3rd semester.

10.5.3 A candidate will not be admitted in 5th and higher semester unless he/she has passed 1st & 2nd semester completely. Candidates shall not be admitted in seventh semester unless he/she has passed 1st, 2nd, 3rd & 4th Semester.

10.5.4 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued separately up to Seventh semester and a composite mark sheet will be issued in the Eighth semester once the candidate clears all the papers.

11. AWARD OF MARKS / GRADES / DIVISION

11.1 A student shall be declared to be eligible for award of the degree if he/she has:

11.2 Registered and successfully completed all the core courses, optional courses, practical/Lab classes, On the Job training, apprenticeship including seminars, workshops, presentations, Group discussion, Field Work/Training, Industrial Visit, Educational Tour, Extension, Science, Project Work/Dissertation or Thesis and other assignments etc where ever applicable.

11.3 Successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

11.4 Earned the specified credits in all the categories of subjects if applicable;

11.5 Secured a minimum CGPA of 5.0 or 50% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

   i.   No dues to the University, Hostels, Libraries, NCC/NSS etc; and

   ii.   No disciplinary action is pending against him/her.

11.6 Practical training, and project work shall be treated as practical subjects.

   11.6.1 In each semester, there will normally be one mid semester test and 4 class tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice Chancellor.

   11.6.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity. The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Grade Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Fail
D	31-40	4	Fail
F	30 & below	0	Fail
I		0	Incomplete.
W		0	Withdrawal

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of

the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).

13. **MERIT LISTS**

13.1   Merit list of first 10 candidates in the order of merit shall be declared at the end of each academic cycle from amongst the candidates who have passed in one attempt.

14. **EXAMINATION CENTERS**

14.1   University examination centers will be notified by the university.

15. **General**

15.1   In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

15.2   In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.

15.3   In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal, Madhya Pradesh.

15.4   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

15.5   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other

applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

15.6   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

15.7   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 30

Four Years (Eight Semesters) /Degree/ Honour's / Research) Under Graduate Degree Programs

Bachelor of Pharmacy (B.Pharma)

NCrF Level - 6

1.   COURSE & FACULTY

1.1   This ordinance shall be applicable to four years under graduate degree course in Pharmacy and Nursing. This course shall be run on semester system.

1.2   The ordinance shall be applicable to the School of this University, who will offer this course.

2.   DURATION

2.1   The duration of these courses of study shall extend over four years (eight semesters).

2.2   A candidate has to complete the entire course of under graduate degree within a maximum period of eight years from the session of first admission.

3.   INTAKE & FEES

3.1   The intake for each of these programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory authority if any.

3.2   Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory authority, if any.

4. ACADEMIC YEAR

    4.1   There will be one academic cycle every year from July to June.

5. ELIGIBILITY

    5.1   A candidate shall be eligible for admission to Engineering, Agriculture, Physiotherapy, Pharmacy and Nursing.

    5.2   As per eligibility criteria of concerned regulatory body/council/Regulatory Bodies or Councils.

    5.3   Candidates appearing for the eligibility examination and awaiting for their results can apply but they will have to provide proof of passing the examination within 30 days of admission.

6. ADMISSION PROCEDURE

Admission under this course will be made as follows:

    6.1   The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle. Alternately University may decide to conduct an Online/Offline admission test for which also notification will be issued.

    6.2   List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.

7. Course Structure

    7.3   This under graduate course which follows the semester system shall consist of:

        7.3.1   Such courses (papers) as prescribed by the University/Regulatory Bodies or Councils.

7 3.2 Such job internship, lab work, practical, in field training, projects etc. as may be prescribed by the University/Regulatory Bodies or Councils.

7.3.3 Such scheme of examination as prescribed, by the University/Regulatory Bodies or Councils from time to time.

7.4 The course curriculum of each course shall be recommended by the concerned Board of Studies faculty and approved by the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and/or marking scheme of the course after the due approval of Vice chancellor.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination

9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / practical delivered.

9 1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' certificate from the concerned School.

9.1.4 Submitted the job internship certificate / Project Report, as notified in the Syllabus.

9.1.5 Received in Plant / Practical Training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

9.2 There will be a full examination at the end of each semester consisting of all the papers as per syllabus in theory and practical. Apart from continuous

comprehensive examination (CCE)/internal assessment. The internal assessment will be held in the manner prescribed of the University from time to time.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

10.1   There shall be no supplementary or second examination in between the semester exam.

10.2   A candidate may provisionally continue his/her studies in higher semester class after the examinations of the semester he/she appeared is over. However, his/her eligibility shall be evaluated only after the results of semesters are declared at which he/she had appeared.

10.3   A candidate, who has taken admission in odd and has appeared in the examination of odd semester of a particular year, will automatically be promoted to even semester of that year irrespective of failing in any number of subjects of previous semester.

10.4   A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year/ semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.

10.5   Provided further, that if a candidate fails in some papers in any semester examination, he/she may be allowed to appear as an ex-student in the next examination of the same semester.

10.5.1 A candidate, who clears all the subjects of 1st semester examination or fails in one or more subjects of the same, will be allowed admission in the 2nd semester.

10.5.2 A candidate, who clears all the subjects of 2nd semester examination or fails in one or more subjects of the same, will be allowed admission in 3rd semester.

10.5.3 A candidate will not be admitted in 5th and higher semester unless he/she has passed 1st & 2nd semester completely. Candidates shall not be admitted in seventh semester unless he/she has passed 1st, 2nd, 3rd & 4th Semester.

10.5.4 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued separately up to Seventh semester and a composite mark sheet will be issued in the Eighth semester once the candidate clears all the papers.

11. AWARD OF MARKS / GRADES / DIVISION

11.1 A student shall be declared to be eligible for award of the degree if he/she has:

11.2 Registered and successfully completed all the core courses, optional courses, practical/Lab classes, On the Job training, apprenticeship including seminars, workshops, presentations, Group discussion, Field Work/Training, Industrial Visit, Educational Tour, Extension, Science, Project Work/Dissertation or Thesis and other assignments etc where ever applicable.

11.3 Successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

11.4 Earned the specified credits in all the categories of subjects if applicable;

11.5 Secured a minimum CGPA of 5.0 or 50% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

i. No dues to the University, Hostels, Libraries, NCC/NSS etc; and

ii.   No disciplinary action is pending against him/her.

11.6   Practical training, and project work shall be treated as practical subjects.

   11.6.1 In each semester, there will normally be one mid semester test and 4 class tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice Chancellor.

   11.6.3 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity. The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Grade Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Fail
D	31-40	4	Fail
F	30 & below	0	Fail
I		0	Incomplete.
W		0	Withdrawal

Condonation of Deficiency

12.1   Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).

13. · MERIT LISTS

13.1   Merit list of first 10 candidates in the order of merit shall be declared at the end of each academic cycle from amongst the candidates who have passed in one attempt.

14. **EXAMINATION CENTERS**

14.1   University examination centers will be notified by the university.

15. **General**

15.1   In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

15.2   In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.

15.3   In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal, Madhya Pradesh.

15.4   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

15.5   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

15.6   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on

changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

15.7   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 31

Four Years (Eight Semesters) /Degree/ Honour's / Research) Under Graduate Degree Programs

Bachelor of Science in Nursing (B.Sc. Nursing)

NCrF Level - 6

1.   COURSE & FACULTY

1.1   This ordinance shall be applicable to four years under graduate degree course in Engineering, Agriculture, Physiotherapy, Pharmacy and Nursing. This course shall be run on semester system.

1.2   The ordinance shall be applicable to the School of this University, who will offer this course.

2.   DURATION

2.1   The duration of these courses of study shall extend over four years (eight semesters).

2.2   A candidate has to complete the entire course of under graduate degree within a maximum period of eight years from the session of first admission.

3.   INTAKE & FEES

3.1   The intake for each of these programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory authority if any.

3.2   Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory authority, if any.

4. ACADEMIC YEAR

4.1 There will be one academic cycle every year from July to June.

5. ELIGIBILITY

5.1 A candidate shall be eligible for admission to Engineering, Agriculture, Physiotherapy, Pharmacy and Nursing.

5.2 As per eligibility criteria of concerned regulatory body/council/Regulatory Bodies or Councils.

5.3 Candidates appearing for the eligibility examination and awaiting for their results can apply but they will have to provide proof of passing the examination within 30 days of admission.

6. ADMISSION PROCEDURE

Admission under this course will be made as follows:

6.1 The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle. Alternately University may decide to conduct an Online/Offline admission test for which also notification will be issued.

6.2 List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.

7. Course Structure

7.1 This under graduate course which follows the semester system shall consist of:

7.1.1 Such courses (papers) as prescribed by the University/Regulatory Bodies or Councils.

7.1.2 Such job internship, lab work, practical, in field training, projects etc. as may be prescribed by the University/Regulatory Bodies or Councils.

7.1.3 Such scheme of examination as prescribed, by the University/Regulatory Bodies or Councils from time to time.

7.2 The course curriculum of each course shall be recommended by the concerned Board of Studies faculty and approved by the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and/or marking scheme of the course after the due approval of Vice chancellor.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination

9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' certificate from the concerned School.

9.1.4 Submitted the job internship certificate / Project Report, as notified in the Syllabus.

9.1.5 Received in Plant / Practical Training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

9.2   There will be a full examination at the end of each semester consisting of all the papers as per syllabus in theory and practical. Apart from continuous comprehensive examination (CCE)/internal assessment.   The internal assessment will be held in the manner prescribed of the University from time to time.

10.   PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

10.1   There shall be no supplementary or second examination in between the semester exam.

10.2   A candidate may provisionally continue his/her studies in higher semester class after the examinations of the semester he/she appeared is over. However, his/her eligibility shall be evaluated only after the results of semesters are declared at which he/she had appeared.

10.3   A candidate, who has taken admission in odd and has appeared in the examination of odd semester of a particular year, will automatically be promoted to even semester of that year irrespective of failing in any number of subjects of previous semester.

10.4   A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year/ semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.

10.5   Provided further, that if a candidate fails in some papers in any semester examination, he/she may be allowed to appear as an ex-student in the next examination of the same semester.

10.5.1   A candidate, who clears all the subjects of 1st semester examination or fails in one or more subjects of the same, will be allowed admission in the 2nd semester.

10.5.2 A candidate, who clears all the subjects of 2nd semester examination or fails in one or more subjects of the same, will be allowed admission in 3rd semester.

10.5.3 A candidate will not be admitted in 5th and higher semester unless he/she has passed 1st & 2nd semester completely. Candidates shall not be admitted in seventh semester unless he/she has passed 1st, 2nd, 3rd & 4th Semester.

10.5.4 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued separately up to Seventh semester and a composite mark sheet will be issued in the Eighth semester once the candidate clears all the papers.

11. AWARD OF MARKS / GRADES / DIVISION

11.1 A student shall be declared to be eligible for award of the degree if he/she has:

11.2 Registered and successfully completed all the core courses, optional courses, practical/Lab classes, On the Job training, apprenticeship including seminars, workshops, presentations, Group discussion, Field Work/Training, Industrial Visit, Educational Tour, Extension, Science, Project Work/Dissertation or Thesis and other assignments etc where ever applicable.

11.3 Successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

11.4 Earned the specified credits in all the categories of subjects if applicable;

11.5   Secured a minimum CGPA of 5.0 or 50% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

    I.   **No dues to the University, Hostels, Libraries, NCC/NSS etc; and**

    ii.   No disciplinary action is pending against him/her.

11.6   Practical training, and project work shall be treated as practical subjects.

    11.6.1   In each semester, there will normally be one mid semester test and 4 class tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice Chancellor.

    11.6.4   The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity. The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Grade Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Fail
D	31-40	4	Fail
F	30 & below	0	Fail
I		0	Incomplete.
W		0	Withdrawal

12.   Condonation of Deficiency

12.1   Deficiency up to five marks can be condoned to the best of the advantage of

the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).

13. MERIT LISTS

13.1   Merit list of first 10 candidates in the order of merit shall be declared at the end of each academic cycle from amongst the candidates who have passed in one attempt.

14. EXAMINATION CENTERS

14.1   University examination centers will be notified by the university.

15. General

15.1   In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

15.8   In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.

15.9   In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal, Madhya Pradesh.

15.10   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

15.11   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

15.12   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

15.13   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 32

ONE YEAR (TWO SEMESTER) UNDER GRADUATE DEGREE COURSES, BACHELOR OF LIBRARY & INFORMATION SCIENCES (B. LIB.I.SC.)

1. **COURSE & FACULTY**

   1.1 This ordinance shall be applicable to all one year (two semester) Under Graduate degree courses except those for with the university has separate ordinances. These courses shall be run on semester system.

   1.1.1 At Present the Degree Under this Ordinance is Bachelor of Library & Information Sciences (B. Lib.I.Sc.).

   1.1.2 This programe is offered by concerned faculty approved by the Board of studies and Academic Council.

   1.1.3 More degree programes can be offered under this ordinance on the recommendations of the Board of studies.

   1.2 The ordinance shall be applicable to the School of this University.

   1.3 Some more courses can be started under this ordinance on the approval of BoM.

2. **DURATION**

   2.1 The duration of these courses of study shall extend over two semesters.

3. **INTAKE & FEES**

   3.1 The intake and fees of this course shall be decided by the Board of Management of the University from time to time.

       3.1.1   The basic unit of intake in a course will be 60 seats. Multiples of this unit can also be set up.

4.   ACADEMIC YEAR

4.1   There will be one academic cycles every year, from July to June.

5.   ELIGIBILITY

5.1   Candidate seeking admission to these courses must have passed the graduation course as specified below from any recognized University or an equivalent body.

       5.1 1   B. Lib.I. Sc. - passed graduate examination with any subject from any recognized University or as equivalent.

Candidates appearing for their final year/semester of graduation examination and awaiting for their results can apply. They will have to provide proof of passing the degree within 15 days of admission. Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

6.   ADMISSION PROCEDURE

Admission under this course will be made as follows:

6.1   The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.

6.2   List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.

6.3   The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet/school/college certificates, as a proof

for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

6.4   If a candidate admitted provisionally under(c) above could not obtain the marks to fulfill. The requirements &criteria of the admission the provisional admission granted to him will be cancelled.

6.5   The application from may be rejected due to any of the following reasons:

6.5.1   The candidate does not fulfill the eligibility conditions

6.5.2   The prescribed fees are not enclosed.

6.5.3   The application from is not signed by the candidate and his/her parent guardian, wherever required.

6.5.4   Supporting documents for admission are not enclosed.

6.6   Enrollment/registration number will be assigned to the student by the university after verification &submission of all the necessary documents/fees.

6.7   Admission rules as framed by the university shall be applicable for all admissions from time to time.

7.   COURSE STRUCTURE

7.1   This under graduate course in semester system shall consist of:

7.1.1   Such courses (papers) as prescribed by the University

7.1.2   Such job internship, practical, projects etc. as may be prescribed by the University and

7.1.3   Such scheme of examination as prescribed, by the University from time to time.

7.2 The course curriculum of each course shall be Recommended by the concerned Board of Studies/faculty approved by the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies/faculty may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1 The medium of instructions and examinations shall be either Hindi or English.

9. EXAMINATION

9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / practical delivered.

9.1.2 Paid all the fees due

9.1.3 Obtained 'No Dues' certificate from the concerned School.

9.1.4 Submitted the job internship certificate / Project Report, as notified by the Director/head/principal.

9.1.5 Received in-plant training as prescribed by the Director/Head/Principal.

Clause (i) above shall not be applicable to private candidates.

9.2 Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessment. The internal assessment will be held in the manner prescribed from time to time by the university.

9.2.1 There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 50%.

10.   PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

10.1   There shall be no supplementary or second examination in between the semester exam.

10.2   A candidate may provisionally continue his/her studies in higher semester after the examinations of the semester he/she appeared is over.

10.3   The Candidate will automatically promote to the 2nd sem irrespective of number of papers he/she has failed.

Provided further, that if a candidate fails in more than one paper in any semester examination, he/she may be allowed to appear as an ex-student in the next examination of the same semester.

Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation mark sheet for each semester will be issued separately and a composite mark sheet will be issued in the Second semester once the candidate clears all the papers.

11.   MERIT LISTS

11.1   Merit list of first 10 candidates in the order of merit shall be declared at the end of each branch from amongst the candidates who have passed in one attempt.

11.2   Final merit list shall be declared by the University only after the main examination of final semester for each degree, on the basis of the integrated performance of both the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

12. MAXIMUM DURATION OF COMPLETION OF COURSE

12.1 A candidate has to complete the entire course of under graduate degree within a maximum period of two years from the session of first admission.

13. EXAMINATION CENTERS

13.1 University examination centers will be notified by the university.

14. GENERAL

14.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

14.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.

14.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.

14.4 The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

14.5 This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

14.6 All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

14.7 The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 33

THREE YEAR (SIX SEMESTERS) DIPLOMA PROGRAMS (POLYTECHNIC ENGINEERING DIPLOMA)

NCrF Level 3.5, 4, 4.5

1.   Course & Faculty

1.1   This ordinance shall be applicable to all three year (six semesters) diploma courses except those for which the university has separate ordinances. These courses shall be run on semester system.

1.1.1   At present the degrees covers under this ordinance are :

Diploma in Automobile Engineering,

Diploma in Chemical Engineering,

Diploma in Civil Engineering,

Diploma in Computer Technology,

Diploma in Computer Engineering,

Diploma in Civil & Rural Engineering,

Diploma in Construction Technology,

Diploma in Dress Designing & Garment Manufacturing,

Diploma in Digital Electronics,

Diploma in Electrical Engineering,

अनिराधिकार शर्मा Diploma in Electronic and Electrical,

Diploma in Electronics & Communication Engineering,

Diploma in Electronics & Video Engineering,

Diploma in Electronics Engineering,

Diploma in Garment Technology,

Diploma in Instrumentation & Control,

Diploma in Industrial Electronics,

Diploma in Instrumentation,

Diploma in Marine Engineering,

Diploma in Mechanical Engineering,

Diploma in Agricultural Engineering,

Diploma in Modern Office Practice,

Diploma in Mining & Mine Surveying,

Diploma in Production Engineering,

Diploma in Fire and Safety,

Diploma in Mine Safety

Diploma in Chemical Engineering

Diploma in Metallurgical Engineering

1.1.2   These programmes are offered by the Faculty of Engineering & Technology and approved by the Board of Studies and Academic Council.

1.1.3   More Diploma programmes can be offered under this ordinance on the recommendations of the Board of Studies.

1.2   The ordinance shall be applicable to all the Schools of this University.

2.   Duration

2.1   The duration of these courses of study shall extend over three years (Six Semesters).

2.2   The Full Time Regular Diploma Course in Engineering shall be for a period of three academic years. The Course will run on semester pattern and the semester courses will be of 16 weeks duration each.

2.3   The First Year Diploma Course (Semester I & II) of study is common for almost all branches of Engineering / Technology, except for Diploma course in Modern Office Practice and few other special courses.

3.   Intake & Fees

3.1   The intake and fees for each of these courses shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.

4.   Academic Year

4.1   There will be one academic cycle every year starting from July to June.

5.   Eligibility

5.1   The candidates who passed 10th Standard or equivalent examinations with Mathematics and Science subjects are eligible for admission into three years diploma course but for

Diploma in Modern Office Practice the minimum qualification will be (10+2) higher secondary passed.

5.2   For Lateral Entry into the Second year (III Semester) of the three year diploma courses, the candidates shall be required to have passed the Higher Secondary Examination (Academic or Vocational) of 10 plus 2 pattern, with the following conditions :

5.2.1   Academic Stream candidates should have compulsorily studied Maths, Physics & Chemistry at 10 + 2 level

5.2.2   Vocational Stream candidates should have studied either Maths or Physics or Chemistry as one of the subjects of study along with the related Vocational Subject (Theory & Practical) at 10 + 2 level.

5.2.3   The candidate who have passed ITI after 10th standard will be eligible for admission in III semester in the branch he has passed the ITI.

5.2.4   For admission in Diploma in Mining & Mine Surveying and Diploma in Mine Safety minimum age will be 16 years.

6.   Admission Procedure

Admission under these courses will be made as follows:

6.1   The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle,

6.2   List of candidates provisionally selected for admission / short listed based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.

6.3   The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

6.4   If a candidate admitted provisionally under (6.3) above could not obtain the marks to fulfil the requirements& eligibility criteria of the admission the provisional admission granted to him will be cancelled.

6.1   The application form may be rejected due to any of the following reasons:

   6.1.1   The candidate does not fulfill the eligibility conditions.

   6.1.2   The prescribed fees is not enclosed.

   6.1.3   The application form is not signed by the candidate and His / her

      Parent, Guardian, wherever required.

   6.5.4   Supporting documents for admission are not enclosed.

6.6   Enrolment / Registration number will be assigned to the student by the University after verification &submission of all the necessary documents/fees.

6.7   Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

7.1   The diploma course in semester system shall consist of:

   7.1.1   Such courses (papers) as prescribed by the University

   7.1.2   Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and

   7.1.3   Such scheme of examination as prescribed, by the University from time to time.

7.2   The course curriculum of each course shall be based on the industries demands and recommended by the Board of Studies and approved by the Academic council of the University. The Academic Council of the University on the recommendation of the concerned Board

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of Studies / Faculty may change number of papers and / or marking scheme of the course after the due approval of Vice chancellor.

8. Time Limit to complete the Diploma Course

8.1 The following time limit to complete the Diploma course of 3 years duration and pass all the subjects pertaining to the course:

Students Admitted to First Year   :   6 Years

Students Admitted to Second Year (Lateral Entry)   :   4 Years

9. Medium of Instructions and Examinations

9.1 The medium of instructions and examinations shall be either Hindi or English.

10. Examination

10.1 No candidate shall be allowed to take the term end Semester Examination unless one has:

10.1.1 Attended at least 75% of lectures / practical delivered.

10.1.2 Paid all the fees due

10.1.3 Obtained 'No Dues' certificate from the concerned School.

10.1.4 Submitted the job internship certificate/ Project Report, as notified by the Director/ Head/ Principal.

10.1.5 Received in Plant/ Practical Training as prescribed by the University.

Clause (10.1) above shall not be applicable to the Private / Ex candidates.

10 2 Each student shall have to appear in the examination of theory / practical and continuous comprehensive examination system (CCE) / Internal

Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

10.2.1 There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 50%.

## 11.	Promotion to Next Semester & Failed Candidate

11.1	There shall be no supplementary or second examination in between the semester exam.

11.2	A candidate may provisionally continue his/her studies in higher semester class after the examinations of the semester he/she appeared is over. However, his/her eligibility for promotion to next semester shall be evaluated only after the results of semesters are declared at which he / she had appeared.

11.3	Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex-student in the next examination of the same semester.

11.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the 2nd semester.

11.3.2 A candidate clears all the subjects of 2nd semester examination or fails in one or more subjects of the same will be allowed to the admission in 3rd semester.

11.3.3 A candidate shall not be admitted in the 4th, 5th and 6th semester examination unless he/she has fully passed/cleared all the papers in the 1st, 2nd and 3rd semester examination respectively.

11.4	Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded Diploma only in the year when he/she clears the papers of earlier

semesters. In such situation, mark sheet for each semester will be issued separately up to Fifth semester and a composite mark sheet will be issued in the Sixth semester once the candidate clears all the papers.

12. Award of Marks/Grades

12.1   The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

13. Condonation of Deficiency

13.1   Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

14. Award of Division

14.1   Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.

14.2   The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

15. Merit Lists

15.1   Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

15.2   Final merit list shall be declared by the University only after the result of the final semester, on the basis of the integrated performance of both 5th and 6th

semesters. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempt.

16. Examination Centers

16.1 University examination centres will be notified by the university.

17. General

17.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

17.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall he final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.

17.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal, Madhya Pradesh.

17.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

17.5 The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

17.6 This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

17.7 All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

17.8 The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 34

One Year (Two Semesters)
Post Graduate Diploma Programs

NCrF Level 5

1.　Course & Faculty

1.1　This ordinance shall be applicable to all one year Post Graduate Diploma Programs except those for with the university have separate ordinances. These courses shall be run on semester system.

　　1.1.1　At present the Diploma covers under this ordinance are:

　　　　Post Graduate Diploma in Compute Applications (PGDCA),

　　　　Post Graduate Diploma in Hardware Engineering (PGDHE),

　　　　Post Graduate Diploma in Rural Development (PGDRD)

　　　　Post Graduate Diploma in Retail Management (PGDRM),

　　　　Post Graduate Diploma in Fashion Design (PGDFD),

　　　　Post Graduate Diploma in Business Management (PGDBM),

　　　　Post Graduate Diploma in Information Technology (PGDIT),

　　　　Post Graduate Diploma in Environment & Pollution Management (PGDEPM),

　　　　Post Graduate Diploma in Marketing Management (PGDMM),

　　　　Post Graduate Diploma in Financial Management (PGDFM)

1.1.2   These programmes are offered by concerned faculty on the recommendation of the Board of Studies and by the approval of the Academic Council.

1.1.3   More Diploma Programme can be offered under this ordinance on the recommendations of the Board of Studies and by the approval of the Academic Council.

1.2   The ordinance shall be applicable to all the Schools of this University.

1.3   The ordinance shall be applicable to all the School of this University for Regular, Distance, Private and On Line programes. Mode of delivery can be Regular, Distance or On-Line programmes.

2.   Duration

2.1   The duration of these Programs of study shall be of one year (Two Semesters.

2.2   A candidate has to complete the entire course of Post Graduate Diploma within a maximum period of two years from the session of first admission.

3.   Intake & Fees

3.1   The intake for each of these Programs shall   be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.

3.2   Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4.   Academic Year

4.1   There will be two academic cycles every year, one from July to June and second from January to December.

5. Eligibility

5.1   Candidates seeking admission to these courses must have passed the graduation course as specified below from any recognized University or an equivalent body.

5.2   PGDCA, PGDHE, PGDRD, PGDRM, PGDFD, PGDEPM, PGDMM PGDFM, PGDBM, PGDIT: Passed the graduation course from any recognized University or its equivalent.

5.3   Candidates appearing for their Final Year / Semester of Graduation Examination and awaiting for their results can apply. They will have to provide proof of passing the degree, within 15 days of admission. Eligibility for new courses under this ordinance shall be defined by the University.

5.4   Eligibility for new Programs under this Ordinance shall be defined by the University.

6. Admission Procedure

Admission under these courses will be made as follows:

6.1   The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.

6.2   List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University / University's website/or the students will be informed directly of their admission after the last date of application.

6.3   The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates; however, must produce the previous year mark sheet /School/ College certificates, as a proof for required eligibility criteria before the due date failing which, the

provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

6.4   If a candidate admitted provisionally under (6.3) above could not obtain the marks to fulfill the requirements& eligibility criteria of the admission the provisional admission granted to him will be cancelled.

6.5   The application form may be rejected due to any of the following reasons:

   6.5.1   The candidate   does not fulfill the eligibility conditions.

   6.5.2   The prescribed fees are not enclosed.

   6.5.3   The application form is not signed by the candidate and his/her parent guardian, wherever required.

   6.5.4   Supporting documents for admission are not enclosed.

6.6   Enrolment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

6.7   Admission rules as framed by the University shall be applicable for all admissions from time to time.

7.   Course Structure

7.1   The post graduate diploma course in semester system shall consist of:

   7.1.1   Such courses (papers) as prescribed by the University.

   7.1.2   Such job internship, lab work, practical, in plant training, projects etc. As may be prescribed by the University and

7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. Medium of Instructions and Examinations

8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination

9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:

9.1.1 Attended at least 75% of lectures /practical delivered.

9.1.2 Paid all the fees due

9.1.3 Obtained 'No Dues' certificate from the concerned School.

9.1.4 Submitted the job internship certificate/Project Report, as notified by the University.

9.1.5 Received in Plant/Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

9.2 Each student shall have to appear in the examination of theory /practical and continuous comprehensive examination system (CCE)/ internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

10. Promotion to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examination in between the semester exam.

10.2   A candidate may provisionally continue his / her studies in higher semester after the examinations of the semester he/she appeared are over.

10.3   The Candidate will automatically promote to the 2nd sem irrespective of number of papers he/she has failed.

10.4   Provided further, that if a candidate fails in more than one paper in any semester examination he / she may be allowed to appear as an ex-student in the next examination of the same semester.

10.5   Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued separately and a composite mark sheet will be issued in the Second semester once the candidate clears all the papers.

11.   Award of Marks/Grades

11.1   The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12.   Condonation of Deficiency

12.1   Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13.   Award of Division

13.1   Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.

13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit Lists

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Final merit list shall be declared by the University only after the main examination of the Second and final semester for each degree, on the basis of the integrated performance of both the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. Examination Centers

15.1 University examination centres will be notified by the university.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not in consistent with the provisions of this ordinance.

16.2 In case of any dispute/ambiguity, the ruling of the Vice-Chancellor shall be final. However, on the recommendations of the Academic Council the Vice Chancellor shall he competent to change the System/Pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal, Madhya Pradesh.

16.4   The decision whether to award Grades or numbers shall rest with the BoM of the University.

16.5   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

16.6   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

16.7   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

16.8   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 35

One Year (Two Semesters)
Post Graduate Degree Programs
Master of Library and Information Science (M.Lib.I.Sc.)

1. Course & Faculty

1.1   This ordinance shall be applicable to all one year Post Graduate Degree courses except those for with the university have separate ordinances. These courses shall be run on semester system.

    1.1.1   At present the degrees covers under this ordinance are Master of

        Library & Information Sciences (M.Lib.I.Sci.).

    1.1.2   These programmes are offered by concerned faculty recommended

        by the Board of Studies and approved by the Academic Council.

    1.1.3   More degree programme can be offered under this ordinance on the recommendations of the Board of Studies and approval of the Academic Council.

1.2   The ordinance shall be applicable to all the Schools of this University.

1.3   The ordinance shall be applicable to all the School of this University for Regular, Distance, Private and On Line programes. Mode of delivery can be Regular, Distance or On-Line programmes.

2. Duration

2.1   The duration of these courses of study shall be of one year (Two Semesters).

2.2   A candidate has to complete the entire course of Post Graduate Degree within a maximum period of two years from the session of first admission.

3.   **Intake & Fees**

3.1   The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.

3.2   Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4.   **Academic Year**

4.1   There will be one academic cycle every year starting from July to June.

5.   **Eligibility**

5.1   Candidates seeking admission to these programme must have passed the graduation programme as specified below from any recognized University or an equivalent body.

   5.1.1   M.Lib.I.Sc. : Passed B.Lib.I.Sc. / B.Lib. Examination from any recognized University or as equivalent.

5.2   Candidates appearing for their Final Year / Semester of Graduation Examination and awaiting for their results can apply. They will have to provide proof of passing the degree, within 15 days of admission.

5.3   Eligibility for new courses under this ordinance shall be defined by the University.

6.   **Admission Procedure**

Admission under these courses will be made as follows :

6.1   The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.

6.2   List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.

6.3   The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year Mark Sheet /School/ College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

6.4   If a candidate admitted provisionally under (6.3) above could not obtain the marks to fulfil the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.

6.5   The application form may be rejected due to any of the following reasons :

     6.5.1   The candidate does not fulfill the eligibility conditions.

     6.5.2   The prescribed fees are not enclosed.

     6.5.3   The application form is not signed by the candidate and his/her

                 Parent / Guardian, wherever required.

     6.5.4   Supporting documents for admission are not enclosed.

6.6   Enrolment / Registration Number will be assigned to the student by the University after verification &submission of all the necessary documents/fees.

6.7   Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. Course Structure

    7.1 The post graduate courses in semester system shall consist of :

        7.1.1 Such courses (papers) as prescribed by the University.

        7.1.2 Such Job Internship, Lab Work, Practical, In Plant Training, Projects, etc. as may be prescribed by the University and

        7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. Medium of Instructions and Examinations

    8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination

    9.1 No candidate shall be allowed to take the term-end Semester Examination unless or e has:

        9.1.1 Attended at least 75% of lectures /practical delivered.

        9.1.2 Paid all the fees due.

        9.1.3 Obtained 'No Dues' certificate from the concerned School.

        9.1.4 Submitted the job internship certificate / Project Report, as notified by the University.

        9.1.5 Received in Plant/Practical training as prescribed by the University.

    Clause (9.1) above shall not be applicable to the Private / Ex candidates.

10. Promotion to Next Semester & Failed Candidate

    10.1 There shall be no supplementary or second examination in between the semester exam.

10.2   A candidate may provisionally continue his/her studies in higher semester after the examinations of the semester he/she appeared is over.

10.3   The Candidate will automatically promote to the 2nd sem irrespective of number of papers he/she has failed.

10.4   Provided further that if a candidate fails in more than one paper in any semester examination, he/she may be allowed to appear as an ex-student in the next examination of the same semester.

10.5   Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will he withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation, mark sheet for each semester will be issued separately and a composite mark sheet will be issued in the Second semester once the candidate clears all the papers.

11. Award of Marks/Grades

11.1   The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency

12.1   Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division

13.1   Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.

13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit Lists

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Final merit list shall be declared by the University only after the main examination of the Second and final semester for each degree, on the basis of the integrated performance of both the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. Examination Centers

15.1 University examination centres will be notified by the university;

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute/ambiguity, the ruling of the Vice-Chancellor shall be final. However, on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal, Madhya Pradesh.

16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

16.5　The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

16.6　This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

16.7　A l the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

16.8　The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE No. 36

TWO YEARS (FOUR SEMESTER) UNDER GRADUATE DEGREE COURSES, Bachelor of Physical Education (B.P.Ed.)

1. Course & Faculty

1.1   This ordinance shall be applicable to Two years (Four Semesters) Under Graduate degree courses except those for with the university has separate ordinances. These courses shall be run on semester system.

1.2   At present the Degree Under this Ordinance are Bachelor of Physical Education (B.P.Ed.) in two years.

1.3   These programmes are offered by concerned faculty approved by the Board of studies and Academic Council.

1.4   More degree programmes can be offered under this ordinance on the recommendations of the Board of studies.

1.5   The ordinance shall be applicable to the School of this University.

2. DURATION

2.1   The duration of these courses of study shall extend over Four Semesters.

3. INTAKE & FEES

3.1   The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body NCTE.

3.2   Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body/Commission.

4. ACADEMIC YEAR

4.1 There will be one academic cycles every year, from July to June.

5. ELIGIBILITY

5.1 Candidate seeking admission to this course must have passed the graduation course as specified below from any recognized University or an equivalent body.

5.2 B.P.Ed. – As per NCTE norms.

5.3 Candidates appearing for their final year/semester of graduation examination and awaiting for their results can apply. They will have to provide proof of passing the degree within 15 days of admission. Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

5.4 Reservation for SC/ST/OBC as per Govt. Norms.

6. ADMISSION PROCEDURE

Admission under this course will be made as follows:

6.1 The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.

6.2 List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.

6.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet/school/college certificates, as a proof for required eligibility criteria before the due date failing which, the

provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

6.4   If a candidate admitted provisionally under(c) above could not obtain the marks to fulfill. The requirements &criteria of the admission the provisional admission granted to him will be cancelled.

6.5   The application from may be rejected due to any of the following reasons:

    6.5.1   The candidate does not fulfill the eligibility conditions

    6.5.2   The prescribed fees are not enclosed.

    6.5.3   The application from is not signed by the candidate and his/her parent guardian, wherever required.

    6.5.4   Supporting documents for admission are not enclosed.

6.6   Enrollment/registration number will be assigned to the student by the university after verification &submission of all the necessary documents/fees.

6.7   Admission rules as framed by the university shall be applicable for all admissions from time to time.

7.   COURSE STRUCTURE

This under graduate course in semester system shall consist of:

7.1   Such courses (papers) as prescribed by the University

7.2   Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and

7.3   Such scheme of examination as prescribed, by the University from time to time.

7.4   The course curriculum of each course shall be Recommended by the concerned Board of Studies/faculty approved by the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies/faculty may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

7.5   There will not be more than six courses (Subjects)per Semester.

7.6   The Project Viva will be of 200 marks and External Examiner will be present in the Viva.

8.   MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1   The medium of instructions and examinations shall be either Hindi or English.

9.   EXAMINATION SCHEME AND ELIGIBILITY TO APPEAR IN END SEMESTER EXAMINATION

9.1   No candidate shall be allowed to take the term-end Semester Examination unless one has:

     9.1.1   Attended at least 75% of lectures / practical delivered.

     9.1.2   Paid all the fees due

     9.1.3   Obtained 'No Dues' certificate from the concerned School.

     9.1.4   Submitted the job internship certificate / Project Report, as notified by the Director/head/principal.

     9.1.5   Received in-plant training as prescribed by the Director/Head/Principal.

Clause (i) above shall not be applicable to private candidates.

9.2   Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessment.

The internal assessment will be held in the manner prescribed from time to time by the university.

9.3　50% marks of each paper will be earmarked of internal assessment (for each year, there will be at least two midterm examinations.

9.4　Main examination will carry 50% marks.

9.5　For passing the examination; the candidate that be required to secure at least 'D' Grade in university examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper in the subject, practical are also to be cleared separately.

9.6　There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 'B' Grade.

10.　PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

10.1　There shall be no supplementary or second examination in between the semester exam.

10.2　There will be one semester endUniversity Examination at the end of each Semester.

10.3　A candidate may provisionally continue his/her studies in higher semester after the examinations of the semester he/she appeared is over.

10.4　If a candidate fails in not more than two paper in any one semester examination but clears all the remaining papers of that examination. He/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of the semester examination.

10.5　There will be a full examination at the end of each Semester consisting theory and practical. The duration of examination period normally should not exceed 25 working days.

10.6   Provided further, that if a candidate fails in more than one paper in any semester examination, he/she may be allowed to appear as an ex-student in the next examination of the same semester.

10.7   Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, hi result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation mark sheet for each semesters will be issued separately and a composite mark sheet will be issued in the Second semester once the candidate clears all the papers.

11.   AWARD OF CREDITS/GRADES AND EXAM SCHEME

11.1   Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies/faculties and shall be approved by the Academic Council. Only approved courses can be offered during any semester.

11.2   The distribution of weightage/marks for each component shall be recommended by the respective Board of Studies/faculties and approved by Academic Council.

11.3   A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, end- semester examinations and regularity, as proposed by respective Board of Studies/faculties and approved by Academic Council.

11.4   For the award of degree and promotion to higher semester minimum **Cumulative Grade Point Average (CGPA)** required is 5.0.

11.5   To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts separately of the subject. For practical examinations one external examiner from out side the institute shall always be there.

11.6   If a candidate has passed all the subjects of an applicable year but has failed to score a minimum **CGPA of 5.0** as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in **maximum of three theory/practical subjects,** in the ensuing examination (theory and practical of a subject shall be treated as separate subjects.)

11.7   Other than the provision of clause 11.6 above, a candidate shall not be permitted to reappear in that examination, for improvement of division/Grade or for any other purpose.

11.8   **Theory Block**

(i) Major Theory Exam	-	50%
(ii) Minor Theory Exam	-	20%
(iii) Attendance, Aptitude & Discipline	-	15%
(iv) Class Tests / Assignments /Quizes	-	15%
Total	-	**100%**

11.9   **Practical Block**

(i) Lab work and performance, quizzes, assignments and attendance-		50%
(ii) End- semester examination	-	50%
Total	-	**100%**

Practical training, and project work shall be treated as practical subjects.

11.10 In each semester, there will normally be one mid semester test and 4 class tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice Chancellor.

11.11   The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.

11.12   Credit earned in particular course will be Credits earned = Grade point X Total Credits assigned to particular course

12.   CONDONATION OF DEFICIENCY

12.1   Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

12.2   One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, on behalf of the Vice-Chancellor.

13.   AWARD OF DIVISION

13.1   Division shall be awarded only after the final semester and final semester examination based on integrated performance of the candidate for all the four years as per followings details.

CGPA Score	Divisions
7.5≤ CGPA	First Division With Honours
6.5 ≤ CGPA < 7.5	First Division
5.0 ≤ CGPA < 6.5	II Division
CGPA<5.0	Fail

14.   Conversion from Grade to percentage marks

14.1   The conversion from grade to an equivalent percentage in a given academic

program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{CGPA^{\,Obtained} \times 100}{10}$$

15.   MERIT LISTS

15.1   Merit list of first 10 candidates in the order of merit shall be declared at the end of each branch from amongst the candidates who have passed in one attempt.

15.1   Final merit list shall be declared by the University only after the main examination of final semester for each degree, on the basis of the integrated performance of both the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

16.   MAXIMUM DURATION OF COMPLETION OF COURSE

16.1   A candidate has to complete the entire course of under graduate degree within a maximum period of four years from the session of first admission in B.P.Ed.

17.   EXAMINATION CENTERS

17.1   University examination centers will be notified by the university.

18.   GENERAL

18.1   In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

18.2   In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-

Chancellor shall be competent to change the System/Pattern of the examination.

18.3   In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.

18.4   The provisions in this ordinance will change automatically as per regulatory authority NCTE recommendations in future.

18.5   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

18.6   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

18.7   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

18.8   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 37

DOCTOR OF SCIENCE/LITEATURE/LAWS
(D.Sc, D.Lit., LL.D.)

1. Programme and Faculty

1.1   This ordinance will be applicable to the candidates seeking Doctor of Science OR Doctor of Literature Degree.

1.2   Doctor of Science (D.Sc.) will be awarded by the faculty of Science, Faculty of Technology, who are awarding M.Sc. or M.Tech. Degree.

1.3   Doctor of Literature (D.Lit.) will be awarded by the faculty of Arts, Humanity, and Social Sciences etc. who are awarding M.A., M.Com, and MBA Degree.

1.4   Doctor of Laws (L.L.D.) will be awarded by faculty of law.

2. Duration

2.1   Duration of the programme will be of Four Years.

3. Intake and Fees

3.1   Intake and fee will be decided by Board of Management subject to approval of regulatory body, if any.

3.2   Fee will be decided by BOM subject to the approval of regulatory authority, if any.

4. Eligibility

4.1   Who has five years experience in teaching or worked in research laboratory after the awarded of Ph.D. in relevant field.

मध्यप्रदेश राजपत्र, दिनांक 6 अक्टूबर 2023

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5. Admission Procedure

5.1 Candidate who is seeking the admission in the degree will submit the application in approved format and state the specific field where he wants to work along with synopsis and literature survey, research paper he has published in his name related to topic.

5.2 The concern school of the University will scrutinize the work done by the candidate in the topic and literature survey. If they are satisfied with work the application will be sent to Research Degree Committee (RDC) for consideration.

5.3 RDC will consist of Vice chancellor, Dean of faculty and Three Experts having D.Sc , D.Lit, LL.D. degree with 5 year experience after D.Sc , D.Lit, LL.D. degree working in recognized research lab or Professor in a recognized University in the relevant school.

5.4 If the RDC recommends the admission the application will be sent to academic council for final approval and appointing an adviser from relevant school, preferably the Dean.

6. Standard and Quality of Work

6.1 Candidates can submit the work/Papers, he has published, prior to RDC as well, which have not been used for the award of his previous degrees, in the relevant field.

6.2 The candidate should discover a new fact which will pave the way for father research and will be cited by many research scholars. OR

Should give a new interpretation to the known theory /fact which will again pave the way for farther research.

6.3 The candidate should publish at least five ~~Ten~~ research papers in SCI referred journals which are cited and referred worldwide, in the topic.

7.   **Submission of Abstract.**

7.1   After the completion of work and on the advice of advisor the candidate will submit an abstract of whole work and research paper published (at least 5) in worldwide recognized journals, to the school. If the dean and HoS are satisfied they will forward it to controller examination.

7.2   A list of 10 examiners will be called from RDC members and on the approval of vice chancellor the abstract will be sent to three examiners for report. The examiners (evaluators) should be D.Sc., D.Lit., LL.D. degree with at least 10 year experience as professor or scientist in recognized research lab.

7.3   If any of them ask for revision it will be sent to candidate and advisor for improvement.

7.4   Again the improved abstract will be sent to examiners. If everyone is satisfied, the candidate will be asked to submit 5 copies of thesis. Abstract will be part of thesis.

8.   **Submission and Evaluation of Thesis**

8.1   The copies of thesis will be sent to three examiners for evaluation. These evaluators ordinarily will be the same to whom abstract has been sent. One evaluator should be out of country.

8.2   If any improvement is asked by any or all evaluators it will be communicated to candidate to do so.

8.3   When all the three are satisfied the final submission will be accepted.

8.4   If two of them reject the thesis, it will be rejected.

8.5   If one of three rejects the thesis, it will be sent to new evaluator.

8.6   All the three evaluators will be called for oral defence of the thesis by the candidate.

9.　Oral Defence

9.1　All Three Evaluator, Dean, Advisor under the chairmanship of the vice chancellor will from the board of evaluators.

9.2　If the board recommends the award of degree it will be put up before academic council for final approval.

10.　General

10.1　In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

10.2　In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.

10.3　In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal, Madhya Pradesh.

10.4　The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for their students.

10.5　This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

10.6　All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

10.7　The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 38

DIPLOMA PROGRAMS IN PHARMACY
(D. PHARMA)

1. Course & Faculty

1.1　This ordinance shall be applicable to two years Diploma Programme except those for which the University has separate ordinances. These courses shall be run on Yearly / Semester basis as per the regulation of Pharmacy Council of India here in after referred as PCI.

1.2　At present the Diploma Certificates covers Diploma in Pharmacy.

1.3　These Programmes will be offered by the Faculty of Pharmacy.

1.4　The Ordinances shall be applicable to all the School of the University under its jurisdiction who offer these courses.

1.5　More such Programs can be run on the approval of academic council.

2. Duration

2.1　The duration of the course shall be for two academic years with each academic year spread over a period of not less than one hundred and eighty working days in addition to 500 hours practical training spread over a period of not less than 3 months.

3. Intake & Fees

3.1　The intake for this program shall be decided by the University from time to time subject to the approval of Statutory Bodies (PCI).

3.2　Fee for this program will be decided by the university subject to approval of Regulatory Body.

Regulatory Body.

4. Academic Year

4.1 There will normally be one academic cycle for this Program every year starting from July to June.

5. Eligibility

5.1 Minimum qualification for admission to Diploma in Pharmacy Part-I course – A pass in any of the following examination with Physics, Chemistry and Biology or Mathematics.

(i) Intermediate examination in Science.

(ii) The first year of the three year degree course in Science,

(iii) 10+2 examination (academic stream) in Science.

(iv) Pre degree examination.

(v) Any other qualification approved by the Pharmacy Council of India as equivalent to any of the above examination.

(vi) Reservations as per Govt. norms will be followed.

6. Admission Procedure

Admission under these courses will be made as follows:

6.1 The eligible candidates as specified in clause (5) should secure a place in the merit list prepared by Professional Education Board Madhya Pradesh, if any, for admissions to Diploma or any other competent authority of the Government of Madhya Pradesh / Central Government.

6.2 The University may also conduct its own entrance examination for admission to its Diploma courses, or directly admit based on the merit amongst candidates who have applied fulfilling qualifying criteria or may utilize the list of results of such examination/test conducted by different

State/National/Professional bodies.

6.3   Enrollment/Registration number will be assigned to the student by the University after verification & submission of all the necessary document/fees.

6.4   The candidates whose results of the qualifying exam are awaited can also apply, who will be admitted provisionally. Such candidates, however, must produce the previous year Mark Sheet/School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to present Mark Sheet /Grade Sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

6.5   The application form may be rejected due to any of the following reasons:

6.5.1   The candidate does not fulfill the eligibility conditions.

6.5.2   The prescribed fees are not enclosed.

6.5.3   The application form in not signed by the candidate and his/her parent guardian, wherever required.

6.5.4   Supporting documents for admission are not enclosed.

6.6   Admission rules as framed by the University shall be applicable for all admissions from time to time.

7.   Course Structure

The Diploma Program in Yearly system shall consist of:

7.1   Such Courses (papers) as prescribed by the Academic Council of the University in accordance with the recommendation of PCI.

7.2   Such job internship, lab work, practical, Industrial training, projects etc. as may be prescribed by the Academic Council of the University.

7.3   Such scheme of examination as prescribed, by the Academic Council of the University from time to time as per recommendation of PCI.

7.4   The course of regular academic study prescribed under regulation 7 shall be conducted in an institution, approved by the Pharmacy Council of India under sub-section (1) of section 12 of the Pharmacy Act, 1948.

7.5   At present Grading System as recommended by UGC will be adopted. However if Statutory Body recommends numerical marking pattern, same will be adopted.

8.   Medium of Instructions and Examinations

8.1   The medium of instructions and examinations shall be either English.

9.   Examination

Only such candidates who produce certificate from the Head of the Academic institution in which he/she has undergone the Diploma in Pharmacy Part-1 course, in proof of his/her having regularly and satisfactorily undergone the course of study by attending not less than 75% of the classes held both in theory and in practical separately in each subject shall be eligible for appearing at the Diploma in Pharmacy (Part-I) examination.

9.1   No candidate shall be allowed to yearly Examination unless one has:

9.1.1 Attended at least 75% of lectures/practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' certificates from concerned School.

9.1.4 Submitted the job internship certificate/project Report, if required in the Syllabus/Exam Scheme.

9.1.5 Received in Practical Training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

10. Promotion to Higher Year

10.1 A candidate who has been admitted in the Diploma course will be promoted to higher class in accordance with the following sub rules:-

10.1 Candidate failing in any number of subjects (Theory or Practical) will be permitted to appear in supplementary examination to be held every year.

10.2 Candidate failing in maximum two subjects (Theory or Practical) will be admitted higher year, i.e. he/she will be allowed to appear next examination keep term.

10.3 A candidate failing in more than two subjects after supplementary exam result (Theory or Practical treated separately as a subject) will be treated fail and will appear in next yearly examination as ex-student.

11. Award of Marks/Grades

11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations.

12. Award of Division

12.1 Division shall be awarded only after the final examination based on integrated performance of the candidate for all the semesters of the program.

12.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

13. Duration of Year

13.1 There shall be at least Two hundred teaching days in every Year.

13.2 One hour of conduct in Lecturer (L)/Tutorial (T)/ Practical (P) per week shall

be equal to one credit as allotted in the respective schemes.

13.3   Candidates appearing as regular students for any examination are required to attend 75 percent of the lectures delivered and the practical classes held separately in each subject of the course of study.

14.   Merit List

14.1   Branch wise final merit list of first ten (10) candidates in the order of merit shall be declared by the University only after the main examination of the fina year for Diploma, on the basis of the integrated performance of all the three years. The merit list shall include the first ten candidates securing at least first division and clearing final year in first attempt.

15.   Examination Centers

15.1   University examination centers will be notified by the university.

16.   General

16.1   In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2   In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.

16.3   In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal, Madhya Pradesh.

16.4   The decision whether to award Grades or numbers shall rest with the BoM of the University.

16.5   The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

16.6   This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

16.7   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

16.8   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 39

Ordinance for Five Year Dual Degree Integrated Post Graduate Programme

1. The Five years (Ten Semesters) Integrated Post Graduate Programme shall be designated as Five Year **Dual Degree** Integrated **Post Graduate** Programme conducted by Schools of University and abridged as 5 YDDIPG in various branches.

    1.1 The branches of study can be any of the branch in which the university has its School.

    1.2 On the completion of the course the candidate shall be awarded Bachelor of Engineering (B.E.) and Master of Technology (M.Tech.) Degrees (i.e., B.E.+M.Tech.) or Bachelor of Engineering (B.E.) and Master of Business Administration (M.B.A.) Degrees (i.e., B.E. + M.B.A.), as the case may be other similar Five year Dual Degree programme.

2. **ADMISSIONS**

    2.1 Minimum qualification for admission to the first year of 5 YDDIPG programme shall be the qualifying Higher Secondary School Certificate Examination (10+2) scheme or as per regulatory body norms conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board.

    2.2 Eligible candidates as specified in clause 2.1 shall be admitted in the programmes referred in para 1.1 here, only on the basis of merit. The details of which shall be notified on the website of the University.

    2.3 The Reservation to SC/ST/OBC/PH candidates, shall be applicable as per the norms of the State Government of Madhya Pradesh.

    2.4 Transfer of candidates form other programme/courses/places shall not be permitted in 5 YDDIPG programme.

3.   **EXAMINATIONS**

3.1   The subjects to be studied in different semesters of 5YDDIPG shall be as per the schemes and syllabi, approved by the respective Board of Studies.

3.2   There shall be one University examination at the end of each semester. These examinations will be designated as follows:

a)   During first year:

5 YDDIPG I semester, 5 YDDIPG II semester.

b)   During second year:

5 YDDIPG III semester, 5 YDDIPG (integrated) IV semester.

c)   During third year:

5 YDDIPG V semester, 5 YDDIPG VI semester.

d)   During fourth year:

5 YDDIPG VII semester, 5 YDDIPG)VIII semester.

e)   During fifth year:

5 YDDIPG IX semester, 5 YDDIPG X semester.

3.3   There will be full examination at the end of each semester consisting of end semester of theory and practical of all the subjects. Supplementary examination, will not be conducted separately.

3.4   (a)   Every candidates of this 5YDDIPG programme shall have to undertake a dissertation work (DW).The topic of the dissertation shall be allotted at the end of the eighth semester examination. The topic shall be chosen from current innovative fields of importance. The allotment procedure shall be decided by the concerned school.

(b)   The topic of DW once decided shall not be changed.

4.   **PROMOTION TO HIGHER SEMESTER AND YEAR**

A candidate who has been admitted in the 5 YDDIPG programme will be promoted

to the higher class in accordance with the following rules:

4.1   For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0 and grade required is C.

4.2   To pass a particular subject of the programme the minimum required grade is D. However, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts of the subject. For practical examinations at least one external examiner from outside the institute shall always be there.

4.3   A candidate who fails to score minimum of grade D in more than two subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.

4.4   The result of Tenth and final semester shall be declared only if the candidates has fully cleared all the previous semesters.

4.5   If a candidate has passed all the subjects of the Programme in tenth semester but has failed to score a minimum CGPA of 5.0 as per the requirement of rule 4.1 above, such a candidate shall be permitted to cover up the short fall in requisite grade point by reappearing in maximum of two theory papers chosen from subjects of any of the semesters in the ensuing examination.

4.6   Other than the provision of rule 4.5 above a candidate shall not be permitted to reappear, in the papers which he/she has cleared, for improvement of division/marks or for any other purpose.

5. AWARD OF CREDITS AND GRADES

5.1   Each Programme, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the standing committee of Academic Council and the Board of Management. Only approved programmes can be offered during any semester.

5.2 A student shall be continuously evaluated for his / her academic performance in a subject through tutorial work, practical, home assignment, mid-semester test, field work, seminars, quizzes, end-semester examinations and regularity, as proposed by respective Board of Studies and approved by standing committee of Academic Council and Board of Management of the University.

5.3 The distribution of weightage /marks for each component shall be decided by the respective of Board of Studies and approved by standing committee of Academic Council and Board of Management of the University subject to such stipulation as given under:

(a) Theory Block

i.	Quizzes, assignments and regularity	10%
ii.	Mid – semester test -	20%
iii.	End – semester examination-	70%
	Total	**100%**

(b) Practical Block

i.	Lab work and performance, quizzes, assignments and regularity	- 40%
ii.	End – semester examination	- 60%
	Total	**100%**

5.4 Practical training, and project work shall be treated as practical subjects.

5.5 In each semester, the school will be required to conduct at least two mid semester tests for theory block.

5.6 Each student, registered for a programme, shall be awarded grade by the concerned faculty/faculties for the specific subject/paper. The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory

work class work, mid semester test and regularity. The grades to be used and their numerical equivalents are as under :

Credit Based Grading System

Grade	%Marks range (based on absolute marks system)	Grade Point	Description of performance
A$^+$	91-100	10	Outstanding
A	81-90	9	Excellent
B$^+$	71-80	8	Very Good
B	61-70	7	Good
C$^+$	51-60	6	Average
C	41-50	5	Satisfactory
D	40 Only	4	Marginal
F	below 40	0	Fail.
I		0	Incomplete.
W		0	Withdrawal

5.7   The Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:-

Where c_i is the number of credits offered in the ith subject of a Semester for which SGPA is to be calculated, p_i is the corresponding grade point earned in the ith subject, where i=1, 2,.....n, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^{m} SG_j \, NC_j}{\sum_{j=1}^{m} NC_j}$$

here NC_j is the number of total credits offered in the jth semester, SG_j is the SGPA earned in the jth semester, where j=1, 2,..... m, are the number of

semesters in that programme.

6. **CONDONATION OF DEFICIENCY**

6.1 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, on behalf of the Vice-Chancellor in the 5YDDIPG examination.

7. **AWARD OF DIVISION**

7.1 Division shall be awarded only after the tenth and final semester examination based on integrated performance of the candidate for all the five years as per following details

CGPA Score	Divisions
$7.5 \leq$ CGPA	First Division with Honours
$6.5 \leq$ CGPA < 7.5	First Division
$5.0 \leq$ CGPA < 6.5	II Division

7.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

Percentage marks scored = CGPA Obtained x 10

8. **DURATION OF PROGRAMME**

8.1 There shall be at least fourteen weeks of teaching in every semester.

8.2 One hour of conduct in Lecturer (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

8.3 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year/semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.

8.4 The maximum duration of the programme shall be ten years.

changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

12.4 The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 40

Certification of Prior Learning

1.　Introduction :

Recognition of Prior Learning is a skill certification component to enable a large number of Indian youth to take on industry-relevant skill certification which will help them to secure a better livelihood. Individuals with prior learning experience or skills can register themselves and get assessed and certified under the Recognition of Prior Learning (RPL). RPL focuses mainly on individuals engaged in unregulated sectors.

The School of Recognition of Prior Learning will assess the skills of the student/individual and map them to the requisite skill level. This scheme of RPL will enable students/individual to get credit transfers and enrol in University level diploma & degree programs.

2.　Objectives of Recognition of Prior Learning (RPL)

To actively contribute to existing skill development in India by establishing an outcome-driven implementation framework which evaluates and recognizes skills and knowledge acquired outside the classroom (informal learning or learning through work), helps people acquire a formal qualification that matches their knowledge and skills, and if required up-skills/re-skills (through bridge courses) and thereby contributes to improving their employability, lifelong learning, social inclusion, and self-esteem.

The objectives of RPL are primarily three-fold:

- To align the competencies of the pre-existing workforce of the country to the standardized National Skills Qualification Framework (NSQF)

- To enhance the employability and/or entrepreneurial opportunities of an individual.

- To provide opportunities for reducing inequalities based on privileging certain forms of knowledge over others.

- Create value by making it aspirational both from the standpoint of the candidate and the employer. Upskilling/reskilling and inclusivity by certifying people are ways to make RPL aspirational.

- Leverage technological interventions in programme delivery by providing standardized content on digital and financial literacy, online assessments, etc.

- Forge strong links with industry by gauging industry requirements, factoring these requirements into RPL, and thereby creating industry acceptance for people going through an RPL program and being certified.

- Deploy demand-based selective RPL models by restructuring and designing demand-based selective models for different sectors (organized/unorganized) and improve target allocation by targeting geographies and sectors based on skill gaps/industry surveys/requirements, etc.

3.   **RPL Types and Eligibility**

RPL Type 1 (Camps) : The salient features for this type are :

- This is proposed to be conducted for target beneficiaries in a location where workers of a sector are consolidated (such as industrial and/or traditional skill clusters).

- Orientation hours proposed is 12 hours.

- Bridge Course, up to additional 68 hours, based on need and relevance can be added over and above the 12 hours of orientation

RPL Type 2 (Employer Premises) : The salient features of this type are :

- This type of RPL is conducted on site at the employer's premises.

- Orientation hours proposed is 12 hours. In case of employees not being available for 12 hours, a 4-hour, one day RPL, may be offered with discounted pay-outs.

- Bridge Course, up to additional 68 hours, based on need and relevance can be added over and above the 12 hours of orientation.

RPL Type 3 (RPL with Best-in-Class Employers (BICE)-Large Corporations/Industry and Medium Scale Enterprises) : This type of RPL entails

- Best-in-Class employer in both large and medium enterprise will be selected.

- Employees of Best-In-Class employers from all the sectors shall be certified.

- Senior employees such as supervisors/managers shall act as 'Employer-Assessors' in this mode.

- There is no orientation module in this type it only has assessment.

- This type will not have a bridge course.

RPL Type 4 (Online RPL) : This type of demand based RPL is:

- Open to all skill seekers, who wish to take an online exam and get certified.

- This applies to specific job roles where theory and practical are both amenable to be conducted online.

- Proctoring is executed through video links and other tools, and there is no physical proctoring.

- There is no orientation module in this type.

- This type will not have a bridge course.

The school will issue skill level certificate after measuring the skill/competency of students/individual. The school/individual will also issue a recommendation authorizing the exemption or transfer from or to courses at the University.

ORDINANCE NO. 41

Four Years (Eight Semesters) /Degree/ Honour's / Research) Under Graduate Degree Programs

Bachelor of Engineering/Technology (BE/B.Tech)

NCrF Level - 6

1. **COURSE & FACULTY**

   1.1 This ordinance shall be applicable to four years under graduate degree course in Engineering. This course shall be run on semester system.

   1.2 The ordinance shall be applicable to the School of this University, who will offer this course.

2. **DURATION**

   2.1 The duration of these courses of study shall extend over four years (eight semesters).

   2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of eight years from the session of first admission.

3. **INTAKE & FEES**

   3.1 The intake for each of these programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory authority if any.

   3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory authority, if any.

5. **ACADEMIC YEAR**

4.1 There will be one academic cycle every year from July to June.

6. **ELIGIBILITY**

5.1 A candidate shall be eligible for admission to Engineering, Agriculture, Physiotherapy, Pharmacy and Nursing.

5.2 As per eligibility criteria of concerned regulatory body/council/Regulatory Bodies or Councils.

5.3 Candidates appearing for the eligibility examination and awaiting for their results can apply but they will have to provide proof of passing the examination within 30 days of admission.

6. **ADMISSION PROCEDURE**

Admission under this course will be made as follows:

6.1 The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle. Alternately University may decide to conduct an Online/Offline admission test for which also notification will be issued.

6.2 List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.

7. **Course Structure**

7.1 This under graduate course which follows the semester system shall consist of:

7.1.1 Such courses (papers) as prescribed by the University/Regulatory Bodies or Councils.

7.1.2 Such job internship, lab work, practical, in field training, projects etc. as may be prescribed by the University/Regulatory Bodies or Councils.

7.1.3 Such scheme of examination as prescribed, by the University/Regulatory Bodies or Councils from time to time.

7.2 The course curriculum of each course shall be recommended by the concerned Board of Studies faculty and approved by the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and/or marking scheme of the course after the due approval of Vice chancellor.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination

9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' certificate from the concerned School.

9.1.4 Submitted the job internship certificate / Project Report, as notified in the Syllabus.

9.1.5 Received in Plant / Practical Training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

9.2　There will be a full examination at the end of each semester consisting of all the papers as per syllabus in theory and practical. Apart from continuous comprehensive examination (CCE)/internal assessment. The internal assessment will be held in the manner prescribed of the University from time to time.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

10.1　There shall be no supplementary or second examination in between the semester exam.

10.2　A candidate may provisionally continue his/her studies in higher semester class after the examinations of the semester he/she appeared is over. However, his/her eligibility shall be evaluated only after the results of semesters are declared at which he/she had appeared.

10.3　A candidate, who has taken admission in odd and has appeared in the examination of odd semester of a particular year, will automatically be promoted to even semester of that year irrespective of failing in any number of subjects of previous semester.

10.4　A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year/ semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.

10.5　Provided further, that if a candidate fails in some papers in any semester examination, he/she may be allowed to appear as an ex-student in the next examination of the same semester.

10.5.1 A candidate, who clears all the subjects of 1st semester examination or fails in one or more subjects of the same, will be allowed admission in the 2nd semester.

10.5.2 A candidate, who clears all the subjects of 2nd semester examination or fails in one or more subjects of the same, will be allowed admission in 3rd semester.

10.5.3 A candidate will not be admitted in 5th and higher semester unless he/she has passed 1st & 2nd semester completely. Candidates shall not be admitted in seventh semester unless he/she has passed 1st, 2nd, 3rd & 4th Semester.

10.5.4 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued separately up to Seventh semester and a composite mark sheet will be issued in the Eighth semester once the candidate clears all the papers.

11   AWARD OF MARKS / GRADES / DIVISION

11.1   A student shall be declared to be eligible for award of the degree if he/she has:

11.2   Registered and successfully completed all the core courses, optional courses, practical/Lab classes, On the Job training, apprenticeship including seminars, workshops, presentations, Group discussion, Field Work/Training, Industrial Visit, Educational Tour, Extension, Science, Project Work/Dissertation or Thesis and other assignments etc where ever applicable.

11.3   Successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

11.4   Earned the specified credits in all the categories of subjects if applicable;

11.5   Secured a minimum CGPA of 5.0 or 50% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

i.   No dues to the University, Hostels, Libraries, NCC/NSS etc; and

ii.   No disciplinary action is pending against him/her.

11.6   Practical training, and project work shall be treated as practical subjects.

11.6.1   In each semester, there will normally be one mid semester test and 4 class tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice Chancellor.

11.6.5   The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity. The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Grade Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Fail
D	31-40	4	Fail
F	30 & below	0	Fail
I		0	Incomplete.
W		0	Withdrawal

12. Condonation of Deficiency

12.1   Deficiency up to five marks can be condoned to the best of the advantage of

the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).

13.　MERIT LISTS

13.1　Merit list of first 10 candidates in the order of merit shall be declared at the end of each academic cycle from amongst the candidates who have passed in one attempt.

14.　EXAMINATION CENTERS

14.1　University examination centers will be notified by the university.

15.　General

15.1　In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

15.2　In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.

15.3　In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal, Madhya Pradesh.

15.4　The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

15.5　This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other

applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

15.6   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

15.7   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO. 42

TWO YEARS (4 SEMESTERS)
POST GRADUATE DEGREE PROGRAMS
MASTER OF ENGINEERING / TECHNOLOGY/ MASTER OF ARCHITECTURE (M.E./M.TECH./M.ARCH.)

NCrF Level – 6.5, 7

1.   Course & Faculty

1.1   This ordinance shall be applicable to the Post Graduate Degree of Master of Engineering / Technology / Architecture leading to the Degree of Masters of Engineering / Technology / Architecture (M.E. / M.Tech. / M.Arch.) in the concerned Subject and Faculty.

1.2   The ordinance shall be applicable to all the Schools of the University, under its jurisdiction who offer these courses.

1.3   These programs are offered by concerned faculty recommended by the Board of Studies / Faculty and approved by the Academic Council.

2.   Duration

2.1   M.E. / M.Tech. / M.Arch. Shall be a full time Degree Program. The duration of the course shall be of four semesters (Two Years).

2.2   A candidate has to complete the entire course of the Degree Program within a maximum period of four years from the session of first admission.

3.   Intake & Fees

3.1   The intake for each of these courses shall be decided by the University from time to time, subject to the norms of regulatory body.

3.2   Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4.   Academic Year

4.1   There will be normally one academic cycle every year from July to June comprising two semesters i.e. July to Dec and Jan to June.

5.   Eligibility

5.1   Every applicant for admission to the First Semester of M.E. / M. Tech. / M.Arch.

5.1.1   Shall have passed B.E. / B.Tech / B.Arch. or equivalent examinations recognized by the AICTE / UGC in appropriate branch with at least 50% marks in aggregate at final year examination or any other qualification as recommended by AICTE / UGC for a particular course. Candidate belonging to reserved categories will get a relaxation of 5% in qualifying marks as mentioned above.

5.1.2   Applicants possessing valid GATE score shall be given preference over to those candidates who do not possess GATE score.

5.1.3   Any student migrating from any other University recognized by the UGC shall be admitted in the University provided that the provision prescribed by the University will be applicable at the time of admission.

6.   Admission Procedure

Admission under these courses will be made as follows:

6.1   The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.

6.2   List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.

6.3   The University may also conduct its own Entrance Examination for admission to this course.

6.4   The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year Mark Sheet/School/College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

6.5   If a candidate admitted provisionally under (6.3) above could not obtain the marks to fulfil the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.

6.6   The application form may be rejected due to any of the following reasons:

   6.6.1   The candidate does not fulfil the eligibility conditions

   6.6.2   The prescribed fees is not enclosed.

   6.6.3   The application form is not signed by the candidate and his/her parent guardian, wherever required.

   6.6.4   Supporting documents for admission are not enclosed.

6.7   Enrolment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

6.8   Admission rules as framed by the University shall be applicable for all admissions from time to time.

7.   Course Structure

7.1   The Post Graduate Program of Master of Engineering / Technology/Arch. leading to the Degree of Masters of Engineering/ Technology/ Architecture (M.E. / M.Tech. /M. Arch.) shall consist of:

7.1.1   Such courses (papers) as prescribed by the Academic Council of the University

7.1.2   Such job internship, lab work, practical, Industrial training, projects etc. as may be prescribed by the Academic Council of the University and

7.1.3   Such scheme of examination as prescribed, by the Academic Council of the University from time to time.

7.2   The course curriculum of each course shall be recommended by the concerned Board of Studies / Faculty and approved by the Academic Council of the University. The Academic Council of the University on the recommendation of the concerned Board of Studies / Faculty may change number of papers and / or marking scheme of the course after the due approval of Vice Chancellor.

8.   Medium of Instructions and Examinations

8.1   The medium of Instructions and examinations shall be English.

9.   Examination

9.1   No candidate shall be allowed to take the term-end Semester Examination unless one has:

9.1.1   Attended at least 75% of lectures / practical delivered.

9.1.2   Paid all the fees due

9.1.3 Obtained 'No Dues' certificate from the concerned School.

9.1.4 Submitted the job internship certificate / Project Report, If notified by the syllabus/scheme of examination.

9.1.5 Received in Plant/Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

9.2 Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessment. The internal assessment will be held in the manner prescribed from time to time in the scheme.

9.3 There will be one End Term University Examination at the end of each semester consisting of theory and practical.

9.4 The duration of examination period normally should not exceed 20 working days. The semester examination will generally be held in November – December. and April – May in each year.

10. Promotion to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examination in between the semester exam.

10.2 A candidate may provisionally continue his/her studies in higher semester after the examinations of the semester he/she appeared are over. After the result, If he/she fails In more than one subject admission to higher semester will automatically cancelled with no claim.

11. Award of Marks/Grades

11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).

13. Award of Division

13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.

13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit List

14.1 Branch wise final merit list of first five (5) candidates in the order of merit shall be declared by the University only after the main examination of the fourth and final semester for M.E. / M.Tech. / M.Arch. degree, on the basis of the integrated performance of all the two years. The merit list shall include the first five candidates securing at least first division and clearing every semester in first attempt.

15. Duration of Semester

15.1 There shall be at least fourteen weeks of teaching in every semester.

15.2 One hour of conduct in Lecturer (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

15.3 The maximum duration of the program shall be of four years. However, one mercy attempt shall be applicable on the approval of Vice Chancellor.

16. Attendance

16.1 Candidates appearing as regular students for any semester examination are required to attend 75 percent of the lectures delivered and the practical classes held separately in each subject of the course of study, provided that a short fall in attendance up to 10% and a further 5% can be condoned by the Dean Academic and Vice Chancellor of the University, respectively for satisfactory reasons.

17. Examination Centers

17.1 University examination centres will be notified by the university.

18. General

18.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not in consistent with the provisions of this ordinance.

18.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.

18.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal, Madhya Pradesh.

18.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

18.5 The ordinance shall be applicable to all such programmes being run by the University in its School of Studies for these regular as well as non-Collegiate (Private) students.

18.6 This ordinance is prepared as per the guidelines laid down by respective regulatory authorities and Government Bodies. Any change announced in

future by UGC/Central Government/State government/MPPURC/any regulatory body according constitute NEP 2020, or any court or any other applicable body will be automatically applicable to this ordinance without any charge/amendments in the ordinance.

18.7   All the programmes provided under this ordinance are in conformation with the NEP provisions as applicable currently and any further amendments on changes in NEP provisions in future shall be automatically adopted by the programmes other due consideration.

18.8   The programmes which are linked with skills specialization, suggestive list of skill specializations are mentioned ordinance No. 8. Further these skills specializations are dynamic in nature and are based on future requirements of industry. Any such changes requirements in skills specialization in future will be automatically included in the program list as and when required, without any requirement to change or amend or create new ordinance.

ORDINANCE NO.43

BACHELOR OF SCIENCE (HONOURS) IN AGRICULTURE
B.Sc.-Ag. (Honours)
4-YEARS BACHELOR DEGREE PROGRAMME

1) **Title of the Degree:** Bachelor of Science in Agriculture B.Sc.-Ag (Hons.)

2) **Name of Faculty / School:** Faculty of Basic & Applied Science / School of Agricultural Science.

3) **General:** The Board of Studies is authorized to recommend further additions / alterations in this Ordinance with the approval of MPPURC, Bhopal and Government of M.P.

4) **Eligibility Criteria :**

   Qualifying Exam: Candidate must have passed his/her 10+2 level examinations from a recognized Board or University.

   Qualifying Subjects: Candidate must have passed his 10+2 level examination with mandatory subjects of Physics and Chemistry with any one of Agriculture, Forestry, Biology or Mathematics subjects.

   Appearing: Candidates appearing in the 10+2 level examination can also apply.

   Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination.

5) **Admission Procedure:**

   A candidate shall be considered for admission to above degree program, if he/she is physically fit to carry out field work related to agricultural activities. The eligibility for admission to the first year of the courses shall be based on the Qualifying Examination / Entrance Test to be conducted at State or National level or according to the guidelines as given by the State / Central Government from time to time or by the University Academic Council.

6) **Number of Seats:**

   Number of seats will be as per the approval of MPPURC Bhopal MP

7) Duration:

i. Scheduled period for the completion of **B.Sc.-Ag (Honours)** Program is **four years (Eight Semesters).**

ii. Maximum duration for **B.Sc.-Ag (Honours)** Program completion is **six years (Twelve Semesters)** or as per **ICAR New Delhi's** norms.

iii. Each Academic year shall comprise of two semesters.

8) Course Structure:

Course structure shall be as per the guidelines/ norms of the ICAR 5th Dean's Committee Report, Agricultural Education Division, Indian Council of Agricultural Research, New Delhi, duly approved by the University Academic Council

9) Teaching Scheme:

The teaching scheme, syllabus of the different subjects of courses, RAWE and experiential learning programmes shall be strictly as per the ICAR 5th Dean's Committee Report, Agricultural Education Division, Indian Council of Agricultural Research, New Delhi.

10) Medium of Instruction:

The medium of instructions and examinations shall be in English throughout the course of studies.

11) Examination:

The scheme of examination and all the rules and regulations as applicable for the Award of Grade and Grade Points, Attendance, Condoning of Deficiency, Award of Grace Marks, Award of Division and Merit List, Promotion to Higher Semester and Year etc. will be in accordance with the ICAR 5th Dean's Committee Report, Agricultural Education Division, Indian Council of Agricultural Research, New Delhi. University will apply to Indian Council of Agricultural Research, New Delhi for accreditation of B.Sc.-Ag (Honours) degree programme.

भाग ४ (ग)

प्रारूप नियम
श्रम विभाग

मंत्रालय, वल्लभ भवन, भोपाल

क्र. 1341—एफ—4(बी)—1—2014—ए—सोलह   भोपाल, दिनांक 27 सितम्बर 2023

प्रारूप 1

मध्यप्रदेश राज्य को लागू हुए रूप में, न्यूनतम मजदूरी अधिनियम 1948 (1948 का 11) की धारा 3 की उप—धारा (1) के खण्ड (क) द्वारा प्रदत्त शक्तियों को प्रयोग में लाते हुए तथा मध्यप्रदेश राजपत्र दिनांक 10 अक्टूबर, 2014 में प्रकाशित इस विभाग की अधिसूचना कमांक 4 (सी)—1—2013—ए—सोलह, दिनांक 29 सितंबर, 2014 को अधिक्रमित करते हुए, राज्य सरकार, एतद्द्वारा, किसी **अगरबत्ती विनिर्माणशाला में नियोजन** के संबंध में मजदूरी की न्यूनतम दरों को पुनरीक्षित करना का प्रस्तावित करती है तथा एतद्द्वारा उक्त अधिनियम की धारा 5 की उप—धारा (1) के खण्ड (ख) द्वारा अपेक्षित किए गए अनुसार ऐसे समस्त व्यक्तियों की, जिनके कि इससे प्रभावित होने की संभावना है, जानकारी के लिए एतद्द्वारा प्रकाशित किया जाता है और एतद्द्वारा प्रारूप अधिसूचना दी जाती है कि उक्त प्रारूप अधिसूचना पर मध्यप्रदेश राजपत्र में इस प्रारूप अधिसूचना के प्रकाशित होने की तारीख से दो मास का अवसान होने पर विचार किया जाएगा।

किसी भी ऐसी आपत्ती या सुझाव पर जो उक्त प्रारूप अधिसूचना के संबंध में, किसी व्यक्ति से, ऊपर विनिर्दिष्ट कालावधि का अवसान होने पर या उसके पूर्व प्रमुख सचिव, मध्यप्रदेश शासन, श्रम विभाग, मंत्रालय वल्लभ भवन, भोपाल को प्राप्त हो, राज्य सरकार द्वारा विचार किया जाएगा।

प्रस्ताव

राज्य सरकार नियोजन हेतु, नीचे यथा विनिर्दिष्ट अनुसूची में न्यूनतम मजदूरी की दरों को पुनरीक्षित किया जाना प्रस्तावित करती हैं।

अनुसूची

कर्मचारियों के वर्ग	न्यूनतम वेतन की पुनरीक्षित दरें	परिवर्तनशील महंगाई भत्ता की दर
(1)	(2)	(3)
(अ) अगरबत्ती रोलर (1000 अगरबत्ती रोल करने पर)		मूल्य सूचकांक पर आधारित परिवर्तनशील महंगाई भत्ते की गणना नीचे दी गई अनुसची में दिए गए स्पष्टीकरण अनुसार देय होगी।
1—साधारण	रू. 44.25	100 पैसे प्रति 4000
2—सुगंधित (सेन्टेड)	रू. 45.00	100 पैसे प्रति 4000

(आ) निम्न वजन के अनुसार अगरबत्ती गिनना, बटर पेपर की झिल्ली लपेटना, श्थाली पेकेट में भरकर पेकेट के दोनो ओर चिट लगाकर पेकेट बन्द करना :–

बिना सिलोफेन या जिलेटिन के :–				
(1) 10 ग्राम वजन के	प्रति सैकड़ा रू. 39.60 पैसे	100 पैसे प्रति बिन्दु 500		
(2) 20 ग्राम वजन के	प्रति सैकड़ा रू. 40.68 पैसे	100 पैसे प्रति बिन्दु 500		
(3) 30 ग्राम वजन के	प्रति सैकड़ा रू. 40.68 पैसे	100 पैसे प्रति बिन्दु 500		
(4) 40 ग्राम वजन के	प्रति सैकड़ा रू. 51.54 पैसे	100 पैसे प्रति बिन्दु 400		
(5) 70 ग्राम वजन के	प्रति सैकड़ा रू. 68.83 पैसे	100 पैसे प्रति बिन्दु 300		
(6) 80 ग्राम वजन के	प्रति सैकड़ा रू. 79.93 पैसे	100 पैसे प्रति बिन्दु 250		
(7) 100 ग्राम वजन के	प्रति सैकड़ा रू. 81.90 पैसे	100 पैसे प्रति बिन्दु 250		
(8) 200 ग्राम वजन के	प्रति सैकड़ा रू. 100.95 पैसे	100 पैसे प्रति बिन्दु 200		
सिलोफेन या जिलेटिन के :–				
(1) 10 ग्राम वजन के	प्रति सैकड़ा रू. 40.68 पैसे	100 पैसे प्रति बिन्दु 500		
(2) 20 ग्राम वजन के	प्रति सैकड़ा रू. 50.75 पैसे	100 पैसे प्रति बिन्दु 400		
(3) 30 ग्राम वजन के	प्रति सैकड़ा रू. 64.35 पैसे	100 पैसे प्रति बिन्दु 300		
(4) 40 ग्राम वजन के	प्रति सैकड़ा रू. 66.20 पैसे	100 पैसे प्रति बिन्दु 300		
(5) 70 ग्राम वजन के	प्रति सैकड़ा रू. 69.39 पैसे	100 पैसे प्रति बिन्दु 300	प्रति सैकड़ा रू. 7.78 पैसे	50 पैसे प्रति बिन्दु 500
(6) 80 ग्राम वजन के	प्रति सैकड़ा रू. 81.90 पैसे	100 पैसे प्रति बिन्दु 250	प्रति सैकड़ा रू. 8.25 पैसे	50 पैसे प्रति बिन्दु 500
(7) 100 ग्राम वजन के	प्रति सैकड़ा रू. 98.75 पैसे	100 पैसे प्रति बिन्दु 200	प्रति सैकड़ा रू. 10.61 पैसे	50 पैसे प्रति बिन्दु 400
(8) 200 ग्राम वजन के	प्रति सैकड़ा रू. 103.09 पैसे	100 पैसे प्रति बिन्दु 200	प्रति सैकड़ा रू. 14.30 पैसे	50 पैसे प्रति बिन्दु 300

(इ) निम्नानुसार पुंगली बनाकर पैक करना निम्न संख्या में अगरबत्तियों को गिन कर झिल्ली लपेटना, पुगलियों में भरना, लेबल या सिलोफेन या जिलेटीन का ब्राउन पेपर लगाकर बंद कर चिट लगाना :–

बिना सिलोफेन या जिलेटिन के :–		
(1) 10 अगरबत्ती के लिए	प्रति सैकड़ा रू. 33.13 पैसे	100 पैसे प्रति बिन्दु 600
(2) 12 अगरबत्ती के लिए	प्रति सैकड़ा रू. 34.15 पैसे	100 पैसे प्रति बिन्दु 600
(3) 23 अगरबत्ती के लिए	प्रति सैकड़ा रू. 40.63 पैसे	100 पैसे प्रति बिन्दु 500
(4) 50 अगरबत्ती के लिए	प्रति सैकड़ा रू. 41.74 पैसे	100 पैसे प्रति बिन्दु 500
(5) 100 अगरबत्ती के लिए	प्रति सैकड़ा रू. 50.75 पैसे	100 पैसे प्रति बिन्दु 400
(6) 200 अगरबत्ती के लिए	प्रति सैकड़ा रू. 53.38 पैसे	100 पैसे प्रति बिन्दु 400

(ई) सादे लिफाफे में अगरबत्ती रखकर बंद करना :–

बिना सिलोफेन या जिलेटीन के:–		
(1) 5 अगरबत्ती के लिए	प्रति सैकड़ा रू. 7.61 पैसे	100 पैसे प्रति बिन्दु 2500
(2) 10 अगरबत्ती के लिफाफे के लिए रोल बनाना	प्रति सैकड़ा रू. 9.05 पैसे	100 पैसे प्रति बिन्दु 2200
(3) पुंगली बनाने के कागज (रोलिंग पेपर्स)	प्रति एक हजार रू. 50.33 पैसे	100 पैसे प्रति बिन्दु 1500

कर्मचारियों का वर्ग (मासिक दर)
न्यूनतम मजदूरी की पुनरीक्षित दरें

कर्मचारियों का वर्ग (1)	न्यूनतम वेतन की पुनरीक्षित दरें (2)		परिवर्तनशील महंगाई भत्ता (3)
	प्रतिमाह	प्रतिदिन	
एकाउन्टेंट, केशियर, गोडाउन कीपर, हेडक्लर्क, स्टोरकीपर	रू.12294	रू. 472.85	मूल्य सूचकांक पर आधारित परिवर्तनशील महंगाई भत्ता की गणना नीचे दी गई अनुसूची के पैरा एक में दिये गये स्पष्टीकरण के अनुसार की जाएगी।
टायपिस्ट, क्लर्क,	रू.10571	रू. 406.58	
मिस्त्री, ड्रायव्हर, पेटी बनाने वाला,	रू.10544	रू. 405.54	
पेटी भरने वाला, मसाला तोलने वाला	रू.12294	रू. 472.85	
पूड़ा बनाने वाला, मसाला भरने वाला, भृत्य, चौकीदार	रू. 9575	रू. 368.27	

नोट :–अगरबत्ती उद्योग से संबद्ध कर्मचारी, जैसे पेटी बनाने वाला, मिस्त्री, ड्रायव्हर, पेटी भरने वाला, मसाला तोलने वाला, एकाउन्टेंट, केशियर, गोडाउन कीपर, स्टोर कीपर, टायपिस्ट, क्लर्क, भृत्य, चौकीदार आदि की दैनिक या मासिक मजदूरी न्यूनतम वेतन अधिनियम के अंतर्गत समय–समय पर निर्धारित कुशल, अर्द्धकुशल, अकुशल श्रेणी के श्रमिकों के वेतन के अनुसार विनियमित होंगे।

–: स्पष्टीकरण :–

1. <u>परिवर्तनशील महंगाई भत्ता</u> उपरोक्त अनुसूचि के स्तम्भ (3) में अखिल भारतीय उपभोक्ता मूल्य सूचकांक 311 (2001=100) जनवरी, 2019 से जून, 2019 के आधार आंकड़ों के औसत के पर आधारित है। 311 सूचकांक के पर प्रति छः माह में जो औसत वृद्धि होगी उसी अनुपात में अनुसूची के स्तम्भ 2 में दर्शाई गई वेतन दरों में वृद्धि दिनांक 1 अप्रैल एवं 1 अक्टूबर जैसी भी स्थिति हो, प्रतिबिन्दु प्रतिमाह रूपये 25/– के हिसाब से की जाएगी। 1 अप्रैल से देय परिवर्तनशील महंगाई भत्ते में वृद्धि की गणना गत जुलाई से दिसंबर तक छः माह के औसत सूचकांक के आधार पर की जाएगी, इसी प्रकार 1 अक्टूबर से देय परिवर्तनशील महंगाई भत्ते में वृद्धि की गणना गत जनवरी से जून तक छः माह के औसत सूचकांक के आधार पर की जाएगी, जिसकी घोषणा सक्षम प्राधिकारी द्वारा समय–समय पर की जाएगी।

2. अधिसूचित न्यूनतम वेतन दरों का प्रवर्तन किसी भी कर्मचारी पर प्रतिकूल प्रभाव नहीं डालेगा, यदि विद्यमान वेतन की दरें न्यूनतम वेतन की पुनरीक्षित दरों से अधिक है, तो वह किसी भी दशा में कम नहीं की जाएगी, जब तक कि न्यूनतम वेतन की दर उसके समकक्ष नहीं हो जाती है। न्यूनतम वेतन अधिनियम,1948 की धारा 13 की उपधारा (1) के खण्ड (ब) के अधीन परिकल्पित किये अनुसार विश्राम दिवस के संबंध में पारिश्रमिक इन वेतन दरों में सम्मिलित है।

3. निर्धारित मासिक वेतन केलेण्डर माह की समाप्ति पर देय होगा, एक दिन का वेतन संगणित करना हो तो मासिक वेतन को 26 से भाग देकर संगणित किया जाएगा।

4. किसी भी स्थापना अथवा उपक्रम में प्रचलित वेतन दरें अधिसूचित मूल न्यूनतम वेतन दरों तथा देय परिवर्तनशील महंगाई भत्ते के योग से अधिक होने पर यह समझा जाएगी कि स्थापना या उपक्रम द्वारा अधिसूचित मूल न्यूनतम वेतन दर तथा परिवर्तनशील महंगाई भत्ते दिये जाने का पालन किया जा रहा है। यदि स्थापना या उपक्रम द्वारा देय न्यूनतम वेतन एवं परिवर्तनशील महंगाई भत्ते का योग अधिसूचित न्यूनतम वेतन एवं परिवर्तनशील महंगाई भत्ते के योग से कम है तो श्रमिक अंतर की राशि के लिए पात्र होंगे।

5. कर्मचारियों के प्रकार जो विभिन्न वर्गीकरण में बताये गये हैं, वे उदाहरण स्वरूप हैं, न कि विस्तृत तथा ऐसे वर्ग के कर्मचारी जो इस अधिसूचना में सम्मिलित नहीं है, के लिए न्यूनतम वेतन की दर वही होगी जो समान प्रकृति का काम करने वाले कर्मचारी को देय है।

6. मजदूरी निर्धारण में पैसे तथा रूपये के गुणांकों को पूर्णांक करके ही दैनिक एवं मासिक मजदूरी निर्धारित की जाएगी। वित्त विभाग के परिपत्र क्रमांक एफ–9–7 / 2006 / नियम / चार दिनांक 20. 9.06 में 50 पैसे अथवा उससे अधिक पैसे हों तो, उन्हें अगले उच्चतर रूपये में पूर्णांकित किया जाएगी और 50 पैसे से कम राशि को छोड़ दिया जाएगी।

प्रारूप 2

मध्यप्रदेश राज्य को लागू हुए रूप में, न्यूनतम मजदूरी अधिनियम, 1948 (1948 का 11) की धारा 3 की उप–धारा (1) के खण्ड (एक) के उप–खण्ड (क) तथा (ख) द्वारा प्रदत्त शक्तियों को प्रयोग में लाते हुए तथा इस विभाग की पूर्व अधिसूचना कमांक एफ. 4 (बी)–1–2014–ए–सोलह, दिनांक 29 सितम्बर, 2014, जो मध्यप्रदेश राजपत्र दिनांक 10 अक्टूबर, 2014 में प्रकाशित हुई थी, को अधिक्रमित करते हुए, राज्य सरकार, एतद्वारा, उक्त अधिनियम की अनुसूची के भाग–2 में उल्लिखित कृषि में नियोजन में मजदूरी की न्यूनतम दरों को पुनरीक्षित करना प्रस्तावित करती है तथा उक्त अधिनियम की धारा 5 की उप–धारा (1) के खण्ड (ख) द्वारा अपेक्षित किए गए अनुसार, ऐसे समस्त व्यक्तियों की, जिनके कि इससे प्रभावित होने की संभावना है, जानकारी के लिए एतद्द्वारा प्रकाशित की जाती है और एतद्द्वारा यह प्रारूप अधिसूचना दी जाती है, जिस पर मध्यप्रदेश राजपत्र में इस प्रारूप अधिसूचना के प्रकाशित होने की तारीख से दो मास का अवसान होने पर विचार किया जाएगा।

किसी भी ऐसी आपत्ति या सुझाव पर, जो उक्त प्रारूप अधिसूचना के संबंध में, किसी व्यक्ति से, ऊपर विनिर्दिष्ट कालावधि का अवसान होने पर या उसके पूर्व प्रमुख सचिव, मध्यप्रदेश शासन, श्रम विभाग, मंत्रालय, वल्लभ भवन, भोपाल को प्राप्त हो, राज्य सरकार द्वारा विचार किया जाएगा।

प्रस्ताव

राज्य सरकार, नीचे दी गई अनुसूची के कॉलम (2) में उल्लिखित अनुसूचित नियोजन के संबंध में कॉलम (3) में विनिर्दिष्ट प्रवर्गों हेतु, कॉलम (4) में उल्लिखित न्यूनतम वेतन तथा कॉलम (5) में यथा उल्लिखित परिवर्तनशील महंगाई भत्ते की दरें पुनरीक्षित करना प्रस्तावित करती है।

अनुसूची

क्रमांक	नियोजन का नाम	न्यूनतम मजदूरी की पुनरीक्षित दरें		परिवर्तनशील मंहगाई भत्ते की दरें
		प्रतिमाह	प्रतिदिन	
1	2	3		4
1	कृषि नियोजन अकुशल कृषि श्रमिक	7660	255.32	न्यूनतम मजदूरी की दरें तथा परिवर्तनशील मंहगाई भत्ता, जो लेबर ब्यूरो शिमला द्वारा निर्मित अखिल भारतीय कृषि श्रमिक उपभोक्ता मूल्य सूचकांक 930 (1986–87=100) जनवरी, 2019 से जून,2019 के आधार पर आंकड़ों के औसत के उपर प्रति 6 माह में हुई औसत वृद्धि के अनुपात में 1 अप्रैल तथा 1 अक्टूबर से प्रतिबिन्दु प्रतिमान रूपये 6/– के मान से देय होगा। एक अप्रैल से देय परिवर्तनशील मंहगाई भत्ते की गणना गत जुलाई से दिसंबर तक 6 माह के औसत सूचकांक के आधार पर की जाएगी तथा एक अक्टूबर से देय परिवर्तनशील मंहगाई भत्ते की गणना गत जनवरी से जून तक 6 माह के औसत सूचकांक के आधार पर की जाएगी, जिसकी घोषणा अधिनियम के अंतर्गत नियुक्त सक्षम प्राधिकारी द्वारा प्रकाशित की जाएगी।

स्पष्टीकरण

1. मासिक मजदूरी पर नियुक्त किसी कर्मचारी का दैनिक वेतन 30 से भाग देकर संगणित किया जाएगा।

2. अधिसूचित न्यूनतम वेतन दरों का प्रवर्तन किसी भी कर्मचारी पर प्रतिकूल प्रभाव नहीं डालेगा, यदि विद्यमान मजदूरी की दरें न्यूनतम मजदूरी की पुनरीक्षित दर से अधिक है तो वह किसी भी दशा में कम नहीं की जाएगी।

3. इस अधिसूचना के अन्तर्गत वेतन दरें महिला एवं पुरूषों के लिए एक समान नियत है।

4. कृषि नियोजन के अतिरिक्त सभी नियोजनों के लिए निर्धारित की गई न्यूनतम मजदूरी की दरों में न्यूनतम मजदूरी अधिनियम,1948 (कमांक 11 सन् 1948) की धारा 13 की उपधारा (1) के खण्ड (ख) के अधीन परिकल्पित किये अनुसार विश्राम दिवस के संबंध में पारिश्रमिक सम्मिलित है।

5. नियोजन में बाल श्रमिकों को यदि किन्ही प्रक्रियाओं में प्रतिबंधित नहीं किया गया है, बाल श्रमिकों का नियोजन होने पर उन्हें अकुशल श्रमिक का इस अधिसूचना अनुसार देय मजदूरी का 70 प्रतिशत भुगतान किया जाएगा।

प्रारूप 3

मध्यप्रदेश राज्य को लागू हुए रूप में, न्यूनतम मजदूरी अधिनियम, 1948 (1948 का 11) की धारा 3 की उप–धारा (1) के खण्ड (एक) के उप–खण्ड (क) तथा (ख) द्वारा प्रदत्त शक्तियों को प्रयोग में लाते हुए तथा इस विभाग की पूर्व अधिसूचना कमांक एफ. 4 (बी)–1–2014–ए–सोलह दिनांक 15 मई, 2015, जो मध्यप्रदेश राजपत्र दिनांक 10 अक्टूबर, 2014 में प्रकाशित हुई थी, को अधिक्रमित करते हुए, राज्य सरकार, एतद्द्वारा, उक्त अधिनियम की अनुसूची के भाग–1 में यथा उल्लिखित अनुसूचित नियोजन में मजदूरी की न्यूनतम दरों को पुनरीक्षित करना प्रस्तावित करती है तथा उक्त अधिनियम की धारा 5 की उप–धारा (1) के खण्ड (ख) द्वारा अपेक्षित किए गए अनुसार ऐसे समस्त व्यक्तियों की, जिनके कि इससे प्रभावित होने की संभावना है, जानकारी के लिए एतद्द्वारा प्रकाशित की जाती है और एतद्द्वारा यह प्रारूप अधिसूचना दी जाती है, जिस पर मध्यप्रदेश राजपत्र में इस प्रारूप अधिसूचना के प्रकाशित होने की तारीख से दो मास का अवसान होने पर विचार किया जाएगा।

किसी भी ऐसी आपत्ति या सुझाव पर, जो उक्त प्रारूप अधिसूचना के संबंध में किसी व्यक्ति से, ऊपर विनिर्दिष्ट कालावधि का अवसान होने पर या उसके पूर्व प्रमुख सचिव, मध्यप्रदेश शासन, श्रम विभाग, मंत्रालय, वल्लभ भवन, भोपाल को प्राप्त हो, राज्य सरकार द्वारा विचार किया जाएगा।

प्रस्ताव

राज्य सरकार, नीचे दी गई अनुसूची कॉलम (2) में उल्लिखित अनुसूचित नियोजन के संबंध में कॉलम (3) में विनिर्दिष्ट प्रवर्गों हेतु, कॉलम (4) में उल्लिखित न्यूनतम मजदूरी तथा कॉलम (5) में यथा उल्लिखित परिवर्तनशील महंगाई भत्ते की दरें पुनरीक्षित करना प्रस्तावित करती है।

अनुसूची

क्रमांक	नियोजन का नाम	कर्मचारियों का वर्ग/श्रेणी	मजदूरी की न्यूनतम दरें		परिवर्तनशील महंगाई भत्ते की दरें
			प्रतिमाह	प्रतिदिन	
1	2	3	4		5
1.	किसी कपास जिनिंग एवं प्रेसिंग कारखाने में नियोजन	उच्च कुशल जैसेः— कम्प्युटर आपरेटर, स्टेनोग्राफर, कम्प्युटर आपरेटर–सह स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि	13919	535.35	समय–समय पर देय अनुसूची के नीचे दर्शाए अनुसार।

		लिपिकिय वर्ग श्रेणी एक जैसेः– एकाउअॅंट, केशियर, गोडाउन कीपर आदि।	12294	472.85	–तदैव–
		श्रेणी दो जैसेः–टायपिस्ट, क्लर्क आदि।	10571	406.59	–तदैव–
		कुशल जैसे–फीटर, बायलर, अटेंडेंट, टर्नर, मोल्डर, इंजिन ड्राईवर, आदि	12294	472.85	–तदैव–
		अर्धकुशल जैसे–ब्लेकस्मीथ, कारपेंटर, फायरमेन, कोबलर, वाल्वमेन, हाफप्रेसमेन आदि	10571	406.59	–तदैव–
		अकुशल जैसेः– रोलकटर, ऑईलमेन, चौकीदार, कुली, जिन मुकादम, जिन मुकादमी, कपास केरियर, डालेवाला, गनीबेग, फिलर, लिंट केरियर, काटनसीडस केरियर, बोंडेवाली कपास पीकर, स्वीपर, जिन फीडर आदि	9575	368.27	–तदैव–
		खण्ड दर पर लबाडिया (लेशर), तौलवाला, बेलसिवर (सीनेवाला), पालेवाला, पालेवाली डाबले, बोंदरी, फाडनेवाला, हसियन कटर (बारदान कटर)	54.14		

क्रमांक	नियोजन का नाम	कर्मचारियों का वर्ग/श्रेणी	प्रतिमाह	प्रतिदिन	
1	2	3	4		5
2.	वन उपज में नियोजन	उच्च कुशल जैसे– कम्प्युटर आपरेटर, स्टेनोग्राफर, कम्प्युटर आपरेटर–सह–स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि।	13919	535.35	समय–समय पर देय अनुसूची के नीचे दर्शाए अनुसार।
		लिपिकिय वर्ग श्रेणी एक जैसे– मुनीम, एकाउटेंट, केशियर, गोडाउन कीपर आदि	12294	472.85	–तदैव–
		श्रेणी दो जेसे–टायीपिस्ट, क्लर्क आदि	10571	406.59	–तदैव–
		उच्च कुशल	13919	535.35	–तदैव–
		कुशल	12294	472.85	–तदैव–
		अर्धकुशल	10571	406.59	–तदैव–
		अकुशल	9575	368.27	–तदैव–
3.	मार्गों के निर्माण तथा अनुरक्षण या भवन निर्माण कार्य में नियोजन	उच्च कुशल जैसे– कम्प्युटर आपरेटर, स्टेनोग्राफर, कम्प्युटर आपरेटर–सह–स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि।	13919	535.35	समय–समय पर देय अनुसूची के नीचे दर्शाए अनुसार।
		लिपिकीय वर्ग श्रेणी एक जैसे– अकाउटेंट, केशियर आदि	12294	472.85	–तदैव–

क्रमांक	नियोजन का नाम	कर्मचारियों का वर्ग/श्रेणी	प्रतिमाह	प्रतिदिन	
		लिपिकिय वर्ग श्रेणी दो जैसे– टाईपिस्ट, क्लर्क आदि	10571	406.59	–तदैव–
		कुशल जैसे– मेसन, कारपेंटर, केबिनेट मेकर, वूडपालिशर, प्लंबर, बोरर, ब्लेकस्मिथ, टीनस्मिथ, वेल्डर, आदि	12294	472.85	–तदैव–
		अर्धकुशल जैसे– तारस्प्रेअर, पम्पअटेंडेंट, कारपेट ड्रेसर, व्हिलबरो, केरियर, हेमरमेन, सफेदीवाला, टाईल टर्नर आदि	10571	406.59	–तदैव–
		अकुशल जैसे– मजदूर, चौकीदार आदि	9575	368.27	–तदैव–
4.	किसी लोक मोटर परिवहन में नियोजन	उच्च कुशल जैसे– कम्प्युटर आपरेटर, स्टेनोग्राफर, कम्प्युटर आपरेटर–सह स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि।	13919	535.35	समय–समय पर देय अनुसूची के नीचे दर्शाए अनुसार।
		लिपिकिय वर्ग श्रेणी एक जैसे– मुख्य लिपिक, वरिष्ठि अकाउटेंट, स्टोरकीपर आदि	12294	472.85	–तदैव–
		श्रेणी दो जैसे– टाईपिस्ट, बिलमेन, यातायात कर्मचारीगण आदि	10571	406.59	–तदैव–
		कुशल जैसे– चालक (भारीवाहन), यांत्रिक (मेकेनिक), बिजलीवाला (इलेक्ट्रिशियन), रंगलेपक (पेंटर), फिटर, टर्नर, ब्लेकस्मिथ, वेल्डर, मोल्डर, कारपेंटर, शेपर, व्हलकनायजर, ग्राइंडर, डीलर, फ्रेममेकर, टींकर अपहोलस्टर, आदि	12294	472.85	–तदैव–

क्रमांक	नियोजन का नाम	कर्मचारियों का वर्ग/श्रेणी	प्रतिमाह	प्रतिदिन	
1	2	3	4		5
		अर्धकुशल जैसे– असिस्टेंट मेकेनिक, असिस्टेंट हेमरमेन असिस्टेंट फिटर, असिस्टेंट टर्नर, असिस्टेंट ड्रीलर, असिस्टेंट ग्राइंडर, असिस्टेंट कारपेंटर, असिस्टेंट पेंटर असिस्टेंट टिंकर, असिस्टेंट ब्लेकस्मिथ, असिस्टेंट मोल्डर, असिस्टेंट वेल्डर, असिस्टेंट वल्कनाईजर, असिस्टेंट इलेक्ट्रीनिशियन, असिस्टेंट शेपर, असिस्टेंट पेटरर्नमेकर, असिस्टेंट ग्रासर, असिस्टेंट आईलर, असिस्टेंट टायर फिटर, चालक (हल्केवाहन), परिचालक, जांच करने वाला, निरीक्षक आदि	10571	406.59	समय–समय पर देय अनुसूची के नीचे दर्शाए अनुसार।
		अकुशल जैसे– हेल्पर, वाशर, वाहन की सफाई करने वाला, व्हीकल अटेंडेंट, पहरेदार, मजदूर, स्वीपर, चपरासी आदि	9575	368.27	–तदैव–

क्रमांक	नियोजन का नाम	कर्मचारियों का वर्ग/श्रेणी	प्रतिमाह	प्रतिदिन	
5.	किसी इंजिनियरिंग उद्योग में नियोजन	उच्च कुशल जैसे— कम्प्युटर आपरेटर, स्टेनोग्राफर, कम्प्युटर आपरेटर–सह स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि।	13919	535.35	समय–समय पर देय अनुसूची के नीचे दर्शाए अनुसार।
		लिपिकिय वर्ग श्रेणी एक जैसे— अकाउटेंट, केशियर, स्टोर कीपर, आदि	12294	472.85	–तदैव–
		श्रेणी दो जैसे— टाईपिस्ट, क्लर्क आदि	10571	406.59	–तदैव–
		कुशल जैसे— फीटर, टर्नर, मोल्डर, मेकेनिक, मशीन आपरेटर, आदि	12294	472.85	–तदैव–
		अर्धकुशल जैसे— सहायक फीटर, सहायक टर्नर, सहायक मोल्डर, सहायक वेल्डर सहायक मेकेनिक, सहायक मशीन आपरेटर आदि	10571	406.59	–तदैव–
		अकुशल जैसे— मजदूर, कुली, चौकीदार आदि	9575	368.27	–तदैव–
6.	सिंचाई कार्यो के निर्माण तथा संधारण में नियोजन	उच्च कुशल जैसे— कम्प्युटर आपरेटर, स्टेनोग्राफर, कम्प्युटर आपरेटर–सह स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि।	13919	535.35	समय–समय पर देय अनुसूची के नीचे दर्शाए अनुसार।
		लिपिकिय वर्ग श्रेणी एक जैसे— मुनीम, अकाउटेंट, केशियर, आदि	12294	472.85	–तदैव–
		श्रेणी दो जैसे— टाईपिस्ट, क्लर्क आदि	10571	406.59	–तदैव–
क्रमांक	नियोजन का नाम	कर्मचारियों का वर्ग/श्रेणी	प्रतिमाह	प्रतिदिन	
1	2	3	4		5
		कुशल जैसे— कारपेंटर, मेसन, वुडपालिशर, टीनस्मीथ, ब्लेकस्मीथ, प्लंबर, शावल, डायक्लीन डोजर, स्केपर, ट्रेक्टर, डंपर कोअर, डीजल पंप आदि के आपरेटर, सीनीयर मेकेनिक, फिटर टर्नर, मोल्डर, इलेक्ट्रीशियन वायरमेन, बेलसिकर आदि	12294	472.85	समय–समय पर देय अनुसूची के नीचे दर्शाए अनुसार। दैव–
		अर्धकुशल जैसे— क्वेरीमेन, थ्रेसर, टारस्प्रेयर, व्हायटिंग, कलरिंग, मेसरी ड्राईवर, आदि	10571	406.59	–तदैव–
		अकुशल जैसे— मजदूर, स्वीपर, चौकीदार, भिश्ती, डार्करनर, आदि	9575	368.27	–तदैव–

क्रमांक	नियोजन का नाम	कर्मचारियों का वर्ग / श्रेणी	प्रतिमाह	प्रतिदिन	
7.	किसी केमिकल्स तथा फार्मास्युटिकल्स में नियोजन	उच्च कुशल जैसे— कम्प्युटर आपरेटर, स्टेनोग्राफर, कम्प्युटर आपरेटर-सह स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि।	13919	535.35	समय-समय पर देय अनुसूची के नीचे दर्शाए अनुसार।
		लिपिकिय वर्ग श्रेणी एक जैसे— मुनीम, अकाउटेंट, केशियर, गोडाउन कीपर, आदि	12294	472.85	—तदैव—
		श्रेणी दो जैसे— टाईपिस्ट, क्लर्क आदि	10571	406.59	—तदैव—
		कुशल जैसे— केमिस्ट तथा लेबोरेटरीज, टेक्नीशियन के सहा., असि.फीटर, मेकेनिक, वेल्डर, इलेक्ट्रीशियन, बायलर अटेंडेंट, वेथमिक्सर, प्लांट अटेंडेंट आदि	12294	472.85	—तदैव—
		अर्धकुशल जैसे— मशीनमेन, टेबलेट मशीन आपरेटर, बोतल फीलर, केपसूल फिलर, पेकिंग तथा लेबलिंग के कार्य में लगे श्रमिक आदि	10571	406.59	—तदैव—
		अकुशल जैसे— प्यून, हेल्पर, वाचमेन, बाटल क्लीनर, स्वीपर, चौकीदार आदि।	9575	368.27	—तदैव—
8.	किसी आरा मिल में नियोजन	उच्च कुशल जैसे— कम्प्युटर आपरेटर, स्टेनोग्राफर, कम्प्युटर आपरेटर-सह स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि।	13919	535.35	समय-समय पर देय अनुसूची के नीचे दर्शाए अनुसार।
		लिपिकिय वर्ग श्रेणी एक जैसे— अकाउटेंट,केशियर,गोडाउनकीपर आदि	12294	472.85	—तदैव—
		श्रेणी दो जैसे— बिलमेन, टाईपिस्ट, क्लर्क आदि	10571	406.59	—तदैव—
		कुशल जैसे— मिस्त्री एवं अन्य कर्मचारी आदि	12294	472.85	—तदैव—
		अर्धकुशल जैसे— सहायक मिस्त्री एवं अन्य	10571	406.59	—तदैव—
		अकुशल जैसे— प्यून, चौकीदार आदि	9575	368.27	—तदैव—
क्रमांक	नियोजन का नाम	कर्मचारियों का वर्ग / श्रेणी	प्रतिमाह	प्रतिदिन	
1	2	3	4		5
9.	किसी तेल मिल में नियोजन	उच्च कुशल जैसे— कम्प्युटर आपरेटर ,स्टेनोग्राफर, कम्प्युटर आपरेटर-सह स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमा धारी,टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि।	13919	535.35	समय-समय पर देय अनुसूची के नीचे दर्शाए अनुसार।

		लिपिकिय वर्ग श्रेणी एक जैसे– अकाउटेंट, केशियर, गोडाउन कीपर आदि	12294	472.85	–तदैव–
		श्रेणी दो जैसे– टाईपिस्ट, क्लर्क आदि	10571	406.59	–तदैव–
		कुशल जैसे– इंजिन ड्राईवर, फीटर, बायलर अटेंडेंट टर्नर, ब्लैकस्मिथ, मोल्डर एवं वेल्डर, चार्जमेन, इलेक्ट्रीशियन, एक्सपेलर मास्टर, मेकेनिक, टाईमकीपर आदि	12294	472.85	–तदैव–
		अर्धकुशल जैसे– मुकादम अस.फीटर, आईलमेन, वायरमेन, पंप अटेंडेंट, एक्सपेलरमेन, फीटरमेन, मशीन अटेंडेंट आदि	10571	406.59	
		अकुशल जैसे– प्यून, चौकीदार आदि	9575	368.27	–तदैव–
10.	किसी चावल मिल आटा मिल या दाल मिल में नियोजन	उच्च कुशल जैसे– कम्प्युटर आपरेटर, स्टेनोग्राफर, कम्प्युटर आपरेटर–सह स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि।	13919	535.35	समय–समय पर देय अनुसूची के नीचे दर्शाए अनुसार।
		लिपिकिय वर्ग श्रेणी एक जैसे– अकाउटेंट, केशियर, गोडाउन कीपर आदि	12294	472.85	–तदैव–
		श्रेणी दो जैसे– टाईपिस्ट, क्लर्क, आदि	10571	406.59	–तदैव–
		कुशल जैसे– इंजिन ड्राईवर फीटर, बायलर अटेंडेंट, थ्रेशरमेन या राईस मिस्त्री या रोलर मिस्त्री, इलेक्ट्रीशियन, मोटरमेन तथा आपरेटर मेकेनिक टाईम कीपर आदि	12294	472.85	–तदैव–
		अर्धकुशल जैसे– अस.फीटर आईलमेन, फायरमेन आदि	10571	406.59	–तदैव–
		अकुशल जैसे– प्यून, चौकीदार आदि	9575	368.27	–तदैव–
11.	किसी मुर्रापोहा निर्माणी में नियोजन	उच्च कुशल जैसे– कम्प्युटर आपरेटर, स्टेनोग्राफर, कम्प्युटर आपरेटर–सह स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि।	13919	535.35	समय–समय पर देय अनुसूची के नीचे दर्शाए अनुसार।
		लिपिकिय वर्ग श्रेणी एक जैसे– अकाउटेंट, केशियर, गोडाउनकीपर आदि	12294	472.85	–तदैव–
		श्रेणी दो जैसे– बिलमेन, टाईपिस्ट, बिल कलेक्टर आदि	10571	406.59	–तदैव–
		कुशल जैसे– मिस्त्री भट्टीवाला, पोहा बनाने वाला, मेकेनिक फीटर आदि	12294	472.85	–तदैव–
		अर्धकुशल जैसे– अस.फीटर,आईलमेन, फायरमेन आदि	10571	406.59	–तदैव–
		अकुशल जैसे– प्यून, चौकीदार आदि	9575	368.27	–तदैव–

क्रमांक	नियोजन का नाम	कर्मचारियों का वर्ग / श्रेणी	प्रतिमाह	प्रतिदिन	
1	2	3	4		5
12.	किसी खाद्य पदार्थ, जिसमें केक्स, बिस्किटस, कन्फेक्शनरी, आईसक्रीम, आईसकेंडी, सम्मिलित है एवं पेय के निर्माण में नियोजन	उच्च कुशल जैसे— कम्प्युटर आपरेटर, स्टेनोग्राफर, कम्प्युटर आपरेटर—सह स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि।	13919	535.35	समय—समय पर देय अनुसूची के नीचे दर्शाए अनुसार।
		लिपिकिय वर्ग श्रेणी एक जैसे— अकाउटेंट, केशियर, आदि	12294	472.85	—तदैव—
		श्रेणी दो जेसे— टाईपिस्ट, क्लर्क आदि	10571	406.59	—तदैव—
		कुशल—	12294	472.85	—तदैव—
		अर्धकुशल	10571	406.59	—तदैव—
		अकुशल	9575	368.27	तदैव
13.	किसी पत्थर तोड़ने या पत्थर पीसने के कार्य में नियोजन	उच्च कुशल जैसे— कम्प्युटर आपरेटर, स्टेनोग्राफर, कम्प्युटर आपरेटर—सह स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि।	13919	535.35	समय—समय पर देय अनुसूची के नीचे दर्शाए अनुसार।
		लिपिकिय वर्ग श्रेणी एक जैसे— अकाउटेंट, केशियर,आदि	12294	472.85	—तदैव—
		श्रेणी दो जेसे— बिलमेन, टाईपिस्ट,क्लर्क आदि	10571	406.59	—तदैव—
		कुशल—	12294	472.85	—तदैव—
		अर्धकुशल—	10571	406.59	—तदैव—
		अकुशल—	9575	368.27	—तदैव—
14.	किसी दुकान वाणिज्यिक संस्थान आवासीय होटल रेस्टोरेंट तथा नाट्यगृह में नियोजन	उच्च कुशल जैसे— कम्प्युटर आपरेटर, स्टेनोग्राफर, कम्प्युटर आपरेटर—सह स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमा धारी, टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि।	13919	535.35	समय—समय पर देय अनुसूची के नीचे दर्शाए अनुसार।
		लिपिकिय वर्ग श्रेणी एक जैसे— अकाउटेंट, केशियर, गोडाउन कीपर आदि	12294	472.85	—तदैव—
		श्रेणी दो जेसे— बिलमेन, टाईपिस्ट, क्लर्क, बिलकलेक्टर आदि	10571	406.59	—तदैव—

क्रमांक	नियोजन का नाम	कर्मचारियों का वर्ग / श्रेणी	प्रतिमाह	प्रतिदिन	
		कुशल जैसे—सुपरवाईजर, आपरेटर, पेंटर, कारपेंटर, मकेनिक, मिस्त्री, फीटर, टर्नर, मोल्डर, बेल्डर, इलेक्ट्रीशियन, रसोईया, तन्दूरची, टी मास्टर, आर्डर मास्टर, कारीगर, मिठाई बनाने वाला कर्मचारी आदि	12294	472.85	—तदैव—
		अर्धकुशल जैसे—सहा.आपरेटर, रिवाईंडर, बुकिंग क्लर्क, वायरमेन, सहायक मिस्त्री, सहायक मेकेनिक, सहायक फीटर, सहायक टर्नर, सहायक मोल्डर, सहायक रसोईया, पेंद्रिमेन, असि.वेल्डर, असि.इलेक्ट्रीशियन, असि.सेल्समेन मसालची आदि	10571	406.59	—तदैव—
		अकुशल जैसे—चपरासी, वेटर, सर्विसमेन, गेटकीपर, क्लीनर, स्वीपर, पेंटर, हेल्पर, वाचमेन, द्वालीबाय, पोस्टरमेन, व्हेन्डर आदि	9575	368.27	—तदैव—

क्रमांक	नियोजन का नाम	कर्मचारियों का वर्ग / श्रेणी	प्रतिमाह	प्रतिदिन	
1	2	3	4		5
15.	किसी मुद्रणालय में नियोजन	उच्च कुशल जैसे—कम्प्युटर आपरेटर, स्टेनोग्राफर, कम्प्युटर आपरेटर-सह स्टेनोटायपिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्नीकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि।	13919	535.35	समय—समय पर देय अनुसूची के नीचे दर्शाए अनुसार।
		लिपिकिय वर्ग श्रेणी एक जैसे— अकाउटेंट, केशियर, आदि	12294	472.85	—तदैव—
		श्रेणी दो जैसे— बिलमेन, टाईपिस्ट, क्लर्क, आदि	10571	406.59	—तदैव—
		कुशल श्रेणी एक जैसे — फोटोलिथोग्राफर, लिथोआर्टिस्ट, नेगेटिव स्टीचर, लिथोआफसेट, प्लेटमेकर, लिथोप्रेसमेन, लिथोऑफसेट प्लेटमेकर, लिथोआफसेट कापी पेस्टर, लिथो आफसेट प्रिंटर, तथा लेथ ब्लेड प्रिंटर, लिथो आफसेट ट्रांसफर प्रिंटर आदि	13856	532.93	—तदैव—
		कुशल श्रेणी दो जैसे— कैमरा आपरेटर, कमर्शियल आर्टिस्ट, ड्राफटसमेन, हेडकम्प्यूटर, इलेक्ट्रीशियन, आफटीनएचर, ड्रायकलरेचर, लाइनआपरेटर, लाइनोमेकनिक, मेकेनिक मोनो टाईप की बोर्ड आपरेटर, मोनो टाईप मेकेनिक आपरेटर, रोटरी प्रेसमेन, सेक्शन होल्डर सीनियर रीडर आदि	13473	518.18	—तदैव—
		कुशल श्रेणी तीन जैसे— कंपोजिटर, टाइप कास्टर, ट्रांसफर प्रिंटर, सिलेंडर प्रेसमेन, गिल्डर कारपेंटर, ट्रेडल प्रेसमेनएचर, गिलेटिंग आपरेटर, रिवाईंडर स्टीचर मशीनमेन, कटर, बाईंडर, सीविंग मशीनमेन रूलिंग मशीनमेन वायर स्टीचर आदि	12294	472.85	—तदैव—

		अर्धकुशल श्रेणी एक जैसे लिथो आफसेट, फीटरमेन, असि.प्रेसमेन, वार्निशमेन, बेक्सीनर, बाक्सिंग मशीनमेन, असि.प्लेटमेकर, असि. द्रांसफर प्रिंटर, असि. लिथो आर्टिस्ट, टचर प्लेट, ग्रेनर, स्टोन पालिशर, असि.कापी पेस्टर, असि. कटर, असि. रोटा प्रिंटिंग आदि	12294	472.85	–तदैव–
		अर्धकुशल श्रेणी दो जैसे स्टेंडिंग फार्म कीपर, ट्रेसर, फोल्डींग मशीनमेन, जुनियर रीडर, बाक्स पंचर, हैंड बाक्स या इन्हलप मेकर, डिस्ट्रीब्यूटर, असि.केमरा आपरेटर, असि.एचर, लेटर प्रेस फिटर, काउंटर चेकर, नंबर या पेजींगमेन, चेकर, प्रुफ कलर, या गेली प्रेसमेन, टाईप प्रेसर, रोलर मेकर या कास्टर, इंक ग्राइंडर, परफोरेटर, लेबर पंजर, रूलिंग फीडर, विमिगमेन, ड्राईवर, डार्करूम असि, फाउंड्री, असि. ग्राइंडिग आपरेटर, जूनियर कम्पोजिटर, जूनि. बाईंडर जूनि0 मशीनमेन, लाइनोबारमेन, रिटेल सप्लायर, फिडर स्टीरियो, टाईपर, टाईप स्टोरकीपर आदि	10571	406.59	–तदैव–
		अकुशल श्रेणी जैसे रोटरी बिलर, हेंड फोल्डर, असि.कारपेंटर, बालर, हेल्पर बाईंडिग बाय, ड्राईवर, मजदूर आक्जिलरी, गेली प्रूफ प्रेस मेन, बायलर अटेंडेंट, इश्यूचेकर, इंकर, मेटर कास्टर, पेपर सप्लायर, कास्टिंग बाय, रोलर कास्टर, चौकीदार, प्यून माली, लिथो साधारण आफसेट तथा रोटा प्रिंटिंग प्रेस में कार्य करने वाला कर्मचारी आदि	9575	368.27	–तदैव–

प्रारूप 4

मध्यप्रदेश राज्य को लागू हुए रूप में, न्यूनतम वेतन अधिनियम, 1948 (1948 का 11) की धारा 3 की उप–धारा (1) के खण्ड (ख) द्वारा प्रदत्त शक्तियों को प्रयोग में लाते हुए तथा इस विभाग की पूर्व अधिसूचना कमांक एफ. 4 (सी)–1–2013–ए–सोलह, दिनांक 8 दिसम्बर, 2014, जो मध्यप्रदेश राजपत्र दिनांक 12 दिसम्बर, 2014 में प्रकाशित हुई थी, को अधिक्रमित करते हुए, राज्य सरकार, एतद्वद्वारा, उक्त अधिनियम की अनुसूची में यथा उल्लिखित तंबाकू (बीड़ी विनिर्माण को सम्मिलित करते हुए) बीड़ी उद्योग के नियोजन में मजदूरी की न्यूनतम दरों को पुनरीक्षित करना प्रस्तावित करती है तथा उक्त अधिनियम की धारा 5 की उप–धारा (1) के खण्ड (ख) द्वारा अपेक्षित किए गए अनुसार, ऐसे समस्त व्यक्तियों की, जिनके कि इससे प्रभावित होने की संभावना है, जानकारी के लिए एतद्द्वारा प्रकाशित की जाती है और एतद्द्वारा यह प्रारूप अधिसूचना दी जाती है, जिस पर मध्यप्रदेश राजपत्र में इस प्रारूप अधिसूचना के प्रकाशित होने की तारीख से दो मास का अवसान होने पर विचार किया जाएगा।

किसी भी ऐसी आपत्ति या सुझाव पर, जो किसी व्यक्ति से उक्त प्रारूप अधिसूचना के संबंध में, ऊपर विनिर्दिष्ट कालावधि का अवसान होने पर या उसके पूर्व प्रमुख सचिव, मध्यप्रदेश शासन, श्रम विभाग, मंत्रालय, वल्लभ भवन, भोपाल को प्राप्त हो, राज्य सरकार द्वारा विचार किया जाएगा।

प्रस्ताव

राज्य सरकार, नीचे दी गई अनुसूची में उल्लिखित अनुसूचित नियोजन के संबंध में कॉलम (2) में विनिर्दिष्ट प्रवर्गों हेतु, कॉलम (3) में उल्लिखित न्यूनतम वेतन तथा कॉलम (4) में यथा उल्लिखित परिवर्तनशील महंगाई भत्ते की दरें पुनरीक्षित करना प्रस्तावित करती है।

अनुसूची

कमांक (1)	कर्मचारियों के वर्ग (2)	न्यूनतम वेतन की पुनरीक्षित दरें (3)	परिवर्तनशील मंहगाई भत्ता की दर (4)
1	1. बीडी रोलर (1000 बीडी बेलने के लिये)	रू. 106.81 किन्तु यदि श्रमिक को किसी सप्ताह में प्राप्त होने वाले वेतन का योग रू. 747.67 से कम हो, तो उसे अधिसूचना के परिशिष्ट में बताये गये शर्तों के अनुसार कम से कम रू. 747.67 का भुगतान उस सप्ताह में किया जाएगा।	न्यूनतम वेतन की पुनरीक्षित दरें जनवरी,2018 से दिसंबर,2018 के लेबर ब्यूरो शिमला द्वारा निर्मित अखिल भारतीय उपभोक्ता मूल्य सूचकांक का औसत 6730 (1960=100) पर आधारित है। इस औसत सूचकांक के उपर जनवरी,2019 से दिसंबर,2019 की अवधि में औसत वृद्धि के लिए आगामी वर्ष में 1 अप्रैल,2020 से प्रति बिन्दु 1000 बीडी बनाने पर 01 पैसा की दर से परिवर्तनशील मंहगाई भत्ता देय होगा। तदनुसार प्रतिवर्ष 1 अप्रैल से देय परिवर्तनशील मंहगाई भत्ते में वृद्धि की गणना गत जनवरी से दिसंबर तक एक वर्ष के औसत सूचकांक पर आधारित होगी, जिसकी घोषणा सक्षम प्राधिकारी द्वारा समय–समय पर की जाएगी।
2.	रिलाई श्रमिक		

(अ) बीडी के कट्टों पर झिल्ली लगाने पर :–

कमांक (1)	कर्मचारियों का वर्ग (2)	न्यूनतम वेतन की पुनरीक्षित दरें (3)	परिवर्तनशील मंहगाई भत्ता की दर (4)
	(1) लेबल चिपकाने तथा पूड़ों को बनाने या चिपकाने संबंधी कार्य.	रू. 79.80 पैसे प्रति हजार कट्टों पर	02 पैसे प्रति बिन्दु प्रति दो हजार
	(2) यदि कट्टे पर दोनो और लेबल लगाया जाता है.	रू. 84.60 पैसे प्रति हजार कट्टों पर	02 पैसे प्रति बिन्दु प्रति दो हजार

कमांक (1)	कर्मचारियों का वर्ग (2)	न्यूनतम वेतन की पुनरीक्षित दरें (3)	परिवर्तनशील मंहगाई भत्ता की दर (4)
	(ब) झिल्ली तथा लेबल लगाने संबंधी कार्य :–		
	(1) झिल्ली लेबल लगाना.	रू. 71.75 पैसे प्रति हजार कट्टों पर	02 पैसे प्रति बिन्दु प्रति दो हजार
	(2) झिल्ली लगाना.	रू. 52.66 पैसे प्रति हजार कट्टों पर	03 पैसे प्रति बिन्दु प्रति चार हजार
	(3) लेबल लगाना.	रू. 19.63 पैसे प्रति हजार कट्टों पर	02 पैसे प्रतिबिन्दु प्रति आठ हजार
	(4) पूड़ा बनाना या चिपकाना.	रू. 20.14 पैसे प्रति हजार कट्टों पर	02 पैसे प्रतिबिन्दु प्रति आठ हजार

	(स) एक हजार कट्टों पर जबकि 25 बीडियों का कट्टा हो :–		
कमांक (1)	कर्मचारियों का वर्ग (2)	न्यूनतम वेतन की पुनरीक्षित दरें (3)	परिवर्तनशील मंहगाई भत्ता की दर (4)
	(1) आडी तथा खडी पट्टी लगाने का कार्य.	रू. 298.04 पैस प्रति लाख बीडी पर	04 पैसे प्रति बिन्दु प्रति लाख बीडी पर
	(2) झिल्ली आडी तथा खडी पट्टी लगाने का कार्य.	रू. 324.23 पैसे प्रति लाख बीडी पर	04 पैसे प्रति बिन्दु प्रति लाख बीडी पर
	(3) झिल्ली तथा नक्षी झिल्ली लगाने का कार्य.	रू. 324.23 पैसे प्रति लाख बीडी पर	04 पैसे प्रति बिन्दु प्रति लाख बीडी पर

क्रमांक	कर्मचारियों का वर्ग	न्यूनतम मजदूरी की पुनरीक्षित दरें		परिवर्तनशील मंहगाई भत्ते की दरें
		प्रतिमाह	प्रतिदिन	
(1)	(2)	(3)		(4)
3.	**बीडी छांटने तथा जांच करने वाले के लिए**			
(क)	तम्बाकू तथा तेन्दूपत्ता देने या बीडियां प्राप्त करने एवं उसकी छंटनी करने संबंधी कार्य करने वाला व्यक्ति	8144	313.23	न्यूनतम वेतन की दरें तथा परिवर्तनशील मंहगाई भत्ता जो लेबर ब्यूरो शिमला द्वारा निर्मित औद्योगिक श्रमिकों के लिए अखिल भारतीय उपभोक्ता मूल्य सूचकांक 311 (2001=100) जनवरी,,2019 से जून,,2019 के आधार आंकडों के औसत के उपर जुलाई,2019 से दिसंबर,2019 में औसत वृद्धि के लिए आगामी दिनांक 1 अप्रैल,2019 से प्रतिबन्दु रू. 25/— प्रतिमाह की दर से देय होगा। तत्पश्चात एक अप्रैल से देय परिवर्तनशील मंहगाई भत्ते की गणना गत जुलाई से दिसंबर तक 6 माह के औसत सूचकांक के आधार पर की जाएगी तथा एक अक्टूबर से देय परिवर्तनशील मंहगाई भत्ते की गणना गत जनवरी से जून तक 6 माह के औसत सूचकांक के आधार पर की जाएगी, जिसकी घोषणा अधिनियम के अंतर्गत नियुक्त सक्षम प्राधिकारी द्वारा प्रकाशित की जाएगी।
(ख)	ट्रक में माल चढाने या उतारने या बीडियों के पूडों को भरने के कार्य में लगे व्यक्ति।	7981	306.96	
4.	तम्बाकू मिश्रण तथा छानने का कार्य करने के लिए	8144	313.23	

क्रमांक	कर्मचारियों का वर्ग	न्यूनतम मजदूरी की पुनरीक्षित दरें		परिवर्तनशील मंहगाई भत्ते की दरें
		प्रतिमाह	प्रतिदिन	
(1)	(2)	(3)		(4)
5.	भट्टी वाला रसोइया	8144	313.23	
6.	ड्रायव्हर, (चालक) भारी वाहन	8331	320.42	
7.	ड्रायव्हर, (चालक) हल्के वाहन	8144	313.23	
8.	एकाउन्टेंट, मुनीम, केशियर, स्टोरकीपर, गोडाउनकीपर, हेडक्लर्क	8331	320.42	
9.	टायपिस्ट, क्लर्क, बिलमेन	8144	313.23	
10.	भृत्य, चौकीदार	7981	306.96	

नोट :– बीडी निर्माण के संबंध में दैनिक या मासिक दर से वेतन पाने वाले कर्मचारियों जैसे, बीडी छांटने तथा जांच करने वाला, तम्बाकू मिश्रण तथा छानने का कार्य करने वाला, भट्टी वाला रसोइया, ड्रायव्हर भारी वाहन, हल्का वाहन, एकाउन्टेंट, मुनीम, केशियर, गोडाउन कीपर, स्टोर कीपर, टायपिस्ट, बिलमैन, क्लर्क, भृत्य, चौकीदार के वेतन, न्यूनतम वेतन अधिनियम के अंतर्गत समय–समय पर निर्धारित कुशल, अर्द्धकुशल, अकुशल श्रेणी के श्रमिकों के वेतन के अनुसार विनियमित होंगें, इस प्रयोजन के लिए उपयुक्त कर्मकारों का वर्गीकरण निम्नानुसार होगा :–

(1) **कुशल** :– ड्रायव्हर (भारी वाहन), एकाउन्टेंट, मुनीम, केशियर, स्टोरकीपर, हेडक्लर्क, गोडाउनकीपर।

(2) **अर्द्ध कुशल** :– बीडी छांटने तथा जांच करने वाला, भट्टीवाला, रसोइया, ड्रायव्हर (हल्का वाहन), टायपिस्ट, बिलमैन, क्लर्क।

(3) **अकुशल** :– ट्रक से माल चढाने या उतारने या बीडियों के पूडों के कार्य में लगा श्रमिक, भृत्य, चौकीदार।

स्पष्टीकरण.

1. **परिवर्तनशील मंहगाई भत्ता**

(1) उपरोक्त अनुसूची के स्तम्भ (3) में बीडी रोलर (1000 बीडी बेलने के लिये) श्रमिकों के न्यूनतम वेतन की प्रस्तावित पुनरीक्षित दरें जनवरी,2018 से दिसंबर,2018 के लेबर ब्यूरो शिमला द्वारा निर्मित अखिल भारतीय उपभोक्ता मूल्य सूचकांक का औसत 6730 (1960=100) पर आधारित है, इस औसत सूचकांक के उपर जनवरी,2019 से दिसंबर,2019 की अवधि में औसत वृद्धि के लिए आगामी वर्ष में 01 अप्रैल,2020 से प्रति बिन्दु 1000 बीडी बनाने पर 01 पैसा की दर से परिवर्तनशील मंहगाई भत्ता देय होगा, तदनुसार प्रतिवर्ष 1 अप्रैल से देय परिवर्तनशील मंहगाई भत्ते में वृद्धि की गणना गत जनवरी से दिसंबर तक एक वर्ष के औसत सूचकांक पर आधारित होगी, जिसकी घोषणा सक्षम प्राधिकारी द्वारा समय–समय पर की जाएगी।

(2) उपरोक्त अनुसूची के स्तम्भ (3) में रिलाई श्रमिक तथा बीडी छांटने एवं जांच करने वालों के लिए लेबर ब्यूरो शिमला द्वारा निर्मित औद्योगिक श्रमिकों के लिए अखिल भारतीय उपभोक्ता मूल्य सूचकांक 311 (2001=100) जनवरी,2019 से जून,2019 के आधार आंकडों के औसत के उपर जुलाई,2019 से दिसम्बर,2019 में औसत वृद्धि के लिए आगामी दिनांक 1 अप्रैल,2020 से प्रतिबन्दु रू. 25 /– प्रतिमाह की दर से देय होगा। तत्पश्चात एक अप्रैल से देय परिवर्तनशील मंहगाई भत्ते की गणना गत जुलाई से दिसंबर तक 6 माह के औसत सूचकांक के आधार पर की जाएगी तथा एक अक्टूबर से देय परिवर्तनशील मंहगाई भत्ते की गणना गत जनवरी से जून तक 6 माह के औसत सूचकांक के आधार पर की जाएगी, जिसकी घोषणा अधिनियम के अंतर्गत नियुक्त सक्षम प्राधिकारी द्वारा प्रकाशित की जाएगी।

2. अधिसूचित न्यूनतम वेतन दरों का प्रवर्तन किसी भी कर्मचारी पर प्रतिकूल प्रभाव नहीं डालेगा, यदि विद्यमान वेतन की दरें न्यूनतम वेतन की पुनरीक्षित दरों से अधिक है, तो वह किसी भी दशा में कम नहीं की जाएगी, जब तक कि न्यूनतम वेतन की दर उसके समकक्ष नहीं हो जाती है। न्यूनतम वेतन अधिनियम,1948 की धारा 13 की उपधारा (1) के खण्ड (ब) के अधीन परिकल्पित किये अनुसार विश्राम दिवस के संबंध में पारिश्रमिक इन वेतन दरों में सम्मिलित है।

3. उपरोक्त प्रस्ताव के कालम (3) में न्यूनतम वेतन की पुनरीक्षित दरों में परिवर्तनशील मंहगाई भत्ता समाहित है तथा आगामी परिवर्तनशील मंहगाई भत्ता कॉलम (4) में उल्लेखानुसार देय होगा।

4. न्यूनतम वेतन की पुनरीक्षित दरें रूपये 106.81 (प्रति 1000 बीडी बेलने के लिए) के साथ श्रमिकों को 5% सवैतनिक अवकाश (रू.6.22), कुल मजदूरी का 8.33% बोनस (रू.10.89) तथा 10% भविष्य निधि (रू.13.07), इस प्रकार कुल मजदूरी प्रति 1000 बीडी बेलने के लिए बीडी रोलर को रूपये 136.99 (राउण्डअप रूपये 137) दिए जाएंगें ।

5. निर्धारित मासिक वेतन केलेण्डर माह की समाप्ति पर देय होगा, एक दिन का वेतन संगणित करना हो तो मासिक वेतन को 26 से भाग देकर संगणित किया जाएगा ।

6. जहां नियोजक प्रति सप्ताह 5600 बीडी बनाने के लिए लगने वाले कच्चा माल तम्बाकू, तेन्दू पत्ता, धागा पर्याप्त मात्रा में नहीं दे पाता, तब कर्मचारी कम से कम 5600 बीडी के लिये देय वेतन तथा परिवर्तनशील मंहगाई भत्ता प्रति सप्ताह जिसे आगे गारन्टेड वेज कहा जाएगा प्राप्त करने का अधिकारी होगा ।

7. गारन्टेड वेज में कर्मचारी द्वारा किसी भी दिन उसके नियोजक द्वारा दिये गये कच्चे माल की मात्रा में वास्तव में बनाई गई बीडी का जो वेतन अर्जित करेगा, वह भी सम्मिलित होगा ।

8. यदि कर्मचारी अनिच्छा से किसी भी कारणवश किसी दिन गारन्टेड वेज प्राप्त करने की मात्रा से भी कम वेतन अर्जित करता है, तो कर्मचारी गारन्टेड वेज प्राप्त करने का अधिकारी नहीं होगा ।

9. जो कर्मचारी उसे दिये गये कच्चे माल की मात्रा, यद्यपि वह 5600 बीडियां सप्ताह में बनाने के लिये पर्याप्त हो को पूर्ण रूप से उपयोग नहीं कर पाता हो तो वह गारन्टेड वेज प्राप्त करने का अधिकारी नहीं होगा ।

10. आग, विपत्ति, महामारी, असैनिक क्षोभ या इसके समान अन्य स्थिति में, जो नियोजक के नियंत्रण के बाहर है, यदि नियोजक कर्मचारी को कच्चा माल नहीं दे पाता तो कर्मचारी गारन्टेड वेज प्राप्त करने का अधिकारी नहीं होगा ।

11. किसी भी स्थापना अथवा उपक्रम में प्रचलित वेतन दरें अधिसूचित मूल न्यूनतम वेतन दरों तथा देय परिवर्तनशील मंहगाई भत्ते के योग से अधिक होने पर यह समझा जाएगा कि स्थापना या उपक्रम द्वारा अधिसूचित मूल न्यूनतम वेतन दर तथा परिवर्तनशील मंहगाई भत्ते दिये जाने का पालन किया जा रहा है। यदि स्थापना या उपक्रम द्वारा देय न्यूनतम वेतन एवं परिवर्तनशील मंहगाई भत्ते का योग अधिसूचित न्यूनतम वेतन एवं परिवर्तनशील मंहगाई भत्ते के योग से कम है तो श्रमिक अंतर की राशि के लिये पात्र होंगे ।

12. कर्मचारियों के प्रकार जो विभिन्न वर्गीकरण में बताये गये हैं, वे उदाहरण स्वरूप हैं, न कि विस्तृत तथा ऐसे वर्ग के कर्मचारी जो इस अधिसूचना में सम्मिलित नहीं है, के लिये न्यूनतम वेतन की दर वही होगी जो समान प्रकृति का काम करने वाले कर्मचारी को देय है ।

13. मजदूरी निर्धारण में पैसे तथा रूपये के गुणांकों को पूर्णांक करके ही दैनिक एवं मासिक मजदूरी निर्धारित की जाएगी। वित्त विभाग के परिपत्र क्रमांक एफ—9—7 / 2006 / नियम / चार दिनांक 20.9.06 में 50 पैसे अथवा उससे अधिक पैसे हों तो, उन्हें अगले उच्चतर रूपये में पूर्णांकित किया जाएगा और 50 पैसे से कम राशि को छोड़ दिया जाएगा ।

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,

वीरेन्द्र कुमार सिंह, उपसचिव ।

अंतिम नियम

वन विभाग

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 4 अक्टूबर 2023

क्र. एफ—4—2—2022—दस—1.– भारत के संविधान के अनुच्छेद 309 के परंतुक द्वारा प्रदत्त शक्तियों को प्रयोग में लाते हुए, मध्यप्रदेश के राज्यपाल, एतद्द्वारा, मध्यप्रदेश राज्य वन सेवा (भर्ती) नियम, 1977 में निम्नलिखित और संशोधन करते हैं, अर्थात् :—

संशोधन

उक्त नियमों में, अनुसूची—तीन के स्थान पर, निम्नानुसार अनुसूची स्थापित की जाए, अर्थात् :—

अनुसूची ''तीन''

[नियम 9 (4) देखिए]

मध्यप्रदेश राज्य वन सेवा

विभाग का नाम	सेवा का नाम तथा वेतनमान जिसमें भरती द्वारा नियुक्ति की जाएगी	न्यूनतम आयु सीमा	अधिकतम आयु सीमा	विहित शैक्षणिक अर्हता
(1)	(2)	(3)	(4)	(5)
वन विभाग	मध्यप्रदेश राज्य वन सेवा, सहायक वन संरक्षक (कनिष्ठ वेतनमान)	21 वर्ष	28 वर्ष	अभ्यर्थी किसी मान्यता प्राप्त विश्वविद्यालय से विज्ञान/इन्जिनियरिंग/तकनीकी की किसी भी शाखा में स्नातक उपाधि.

2.   उक्त नियम दिनांक 1 जनवरी 2021 से प्रवृत्त हुए समझे जाएंगे.

No. F-4-2-2022-X-1.- In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Madhya Pradesh, hereby, makes the following further amendment in the Madhya Pradesh, State Forest Service (Recruitment) Rules, 1977, namely.-

AMENDMENT

In the said rules, for Schedule-III, the following Schedule shall be substituted, namely :-

"SCHEDULE-III"

[see Rule-9(4)]

MADHYA PRADESH STATE FOREST SERVICE

Name of the Department	Name of the Service, Post Minimum and Pay Scale where in the appoinment shall be made by recruitment	Minimum Age limit	Maximum Age limit	Educational Qualification Prescribed
(1)	(2)	(3)	(4)	(5)
Forest Deparment	Madhya Pradesh, State Forest Service Assistant Conservator of Forests, (Junior Scale)	21 Years	28 Years	A candidate must possess bachelor's degree in any branch of Science/ Engineering/Technical

2   The above rules shall be deemed to have come into force from 1st January 2021.

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,

अतुल कुमार मिश्रा, सचिव.

भोपाल, दिनांक 3 अक्टूबर 2023

क्र. एफ—1—1—34—0004—2023—1—दस.— भारत के संविधान के अनुच्छेद 309 के परंतुक द्वारा प्रदत्त शक्तियों को प्रयोग में लाते हुए, मध्यप्रदेश के राज्यपाल, एतद्द्वारा, मध्यप्रदेश तृतीय श्रेणी (अलिपिकीय) वन सेवा (भर्ती) नियम, 1967 में निम्नलिखित और संशोधन करते हैं, अर्थात् :—

संशोधन

उक्त नियमों में, अनुसूची—तीन के स्थान पर, निम्नानुसार अनुसूची स्थापित की जाए, अर्थात् :—

अनुसूची "तीन"
[नियम 8 (2) देखिए]
मध्यप्रदेश राज्य वन सेवा

विभाग का नाम	सेवा का नाम तथा वेतनमान जिसमें भरती द्वारा नियुक्ति की जाएगी	न्यूनतम आयु सीमा	अधिकतम आयु सीमा	विहित शैक्षणिक अर्हता
1	2	3	4	5
वन विभाग	मध्यप्रदेश तृतीय श्रेणी (अलिपिकीय) वन सेवा (भर्ती) नियम, 1967 (वनक्षेत्रपाल)	21वर्ष	28वर्ष	अभ्यर्थी किसी मान्यता प्राप्त विश्वविद्यालय से विज्ञान/ इंजीनियरिंग/तकनीकी की किसी भी शाखा में स्नातक उपाधि.

2.   उक्त नियम दिनांक 1 जनवरी 2021 से प्रवृत्त हुए समझे जाएंगे.

No. F-1-1-34-0004-2023-1-X.- In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Madhya Pradesh, hereby, makes the following further amendment in the Madhya Pradesh, class III (Non Ministerial) Forest Service Recruitment Rules, 1967, namely:-

AMENDMENT

In the said rules, for Schedule-III, the following Schedule shall be substituted, namely :-

SCHEDULE-"III"

[See Rule-8(2)]

MADHYA PRADESH STATE FOREST SERVICE

Name of the Department	Name of the Service, Post and Pay Scale where in the appointment shall be made by recruitment	Minimum Age limit	Maximum Age limit	Educational Qualification Prescribed
(1)	(2)	(3)	(4)	(5)
Forest Deparment	Madhya Pradesh, Class III (Non Ministerial) Forest Service Recruitment Rules, 1967 (Forest Ranger)	21 Years	28 Years	A candidate must possess bachelor's degree in any branch of Science/Engineering /Technical

2   The above rules shall be deemed to have come into force from 1st January 2021.

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,

अशोक कुमार, अपर सचिव.

उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 04 अक्टूबर 2023

क्रमांक आर-102/सीसी/23/अड़तीस - मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम-2007 की धारा 26 (1) के अनुक्रम में स्कोप ग्लोबल स्किल्स निजी विश्वविद्यालय, भोपाल के प्रथम परिनियम क्रमांक 01 से 29 तक के साधारण राजपत्र में प्रकाशन राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है। संस्था के उक्त परिनियम प्रकाशित होने की तारीख से प्रवृत्त होगें।

संलग्न- प्रथम परिनियम क्रमांक 01 से 29

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,

वीरन सिंह भलावी, अवर सचिव.

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STATUTE NUMBER 01

SHORT TITLE, SCOPE AND COMMENCEMENT

The **"Statutes"** means the **Statutes of SCOPE Global Skills University, Madhya Pradesh**

These Statutes shall come into force with effect from the date of their notification in the state Gazette.

The Statutes are in conjunction with the provisions of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna evam Sanchalan) Adhiniyam 2007 (No. 17 of 2007). If there be any difference in the provisions of the Act or the Rules and the Statutes, the provisions of the Act or the Rules will prevail.

Nothing in these Statutes shall be deemed to debar the University from amending the Statutes subsequently according to the provision and the amended Statutes, if any, shall be applicable with immediate or retrospective or prospective effect, from such a date as prescribed in the notification.

STATUTE NUMBER 02

DEFINITIONS

In these Statutes unless the context otherwise requires;

1. **"Act" means the Madhya Pradesh Niji VIshwavidyalaya (Sthapna evam Sanchalan) Adhiniyam 2007.**

2. All words and expressions used herein and defined in the Act and the Rules shall have the meanings respectively assigned to them in the Act and the Rules.

3. **"Academic Council"** means the Academic Council of the University as specified in section 24 of the Act;

4. **"Annual Report"** means the Annual report of the University as referred to in section 37 of the Act;

5. **"Board of Management"** means the Board of Management of the University as constituted under section 23 of the Act;

6. **"Campus"** means the area of the university in which it is established;

7. **"Chancellor"** means the Chancellor of the University appointed under section 16 of the Act;

8. **"The Chief Finance and Accounts Officer"** means the Chief Finance and Accounts Officer of the University appointed under section 19 of the Act;

9. **"Controller of Examinations"** means the Controller of Examinations of the University appointed under section 20 of the Act;

10. **"Employee"** means employee appointed by the University; and includes teachers and others staff of the University or of a constituent college;

11. **"Endowment fund"** means the endowment fund of the University established under section 11 of the Act;

12. **"Faculty"** means group of academic departments of similar disciplines;

13. **"Fee"** means collection made by the university from the students for the purpose of any course of study and incidental thereto, in the University;

14. **"General Fund"** means the General fund of the University established under section 12 of the Act;

15. **"Governing Body"** means the Governing Body of the University constituted under section 22 of the Act;

16. **"National Assessment and Accreditation Council"** means National Assessment and Accreditation Council, Bengaluru, an autonomous institution of the University Grants Commission;

17. **"Prescribed"** means prescribed by the Statutes and the rules made under this Act;

18. **"Pro Chancellor"** means the Pro Chancellor of the University appointed under section 20 of the Act.

19. **"Pro Vice-Chancellor"** means the Pro-Vice-Chancellor of the University appointed under section 20 of the Act;

20. **"Registrar"** means the Registrar of the University appointed under section 18 of the Act;

21. **"Regulatory Body"** means a body established by the Government of India for laying down norms and conditions for ensuring academic standards of higher education, such as University Grants Commission, All India Council for Technical Education, National Council for Teacher Education, Medical Council of India, Bar Council of India, Pharmacy Council of India, National Assessment and Accreditation Council, Indian Nursing Council etc. and includes the Government or any such body constituted by the Government of India or the State Government;

22. **"Rules"** means the rule of the University made under this Act;

23. **"Schedule"** means schedule appended to this Act;

24. **"Sponsoring Body"** in relation to the university means(i) a society registered under Societies Registration Act 1860, or (ii) a public trust registered under Indian Trust Act 1882, or (iii) a society or trust registered under the law of any other State;

25. **"State Government"** means the State Government of Madhya Pradesh;

26. **"Statutes", "Ordinances", and "Regulations"** mean respectively, the Statutes, Ordinances and Regulations of the University made under the Madhya Pradesh Niji Vishwavidyalaya (Sthapna Evam Sanchalan Adhiniyam);

27. **"Student of the university"** means a person enrolled in the university for taking a course of study for a degree, diploma, certificate or other academic distinction duly instituted by the university, including a research degree;

28. **"Teacher"** means a Professor, Associate Professor, Assistant Professor or such other person as may be appointed for imparting instruction or conducting research in the University or in a Constituent College or Institution and includes the Principal of a Constituent College or institution, in conformity with the norms prescribed by the University Grants Commission;

29. **"University Grants Commission"** means the University Grants Commission established under the University Grants Commission Act, 1956;

30. **"University"** means the **SCOPE Global Skills University**, Bhopal, established under the Madhya Pradesh Niji Vishwavidyalaya (Sthapna Evam Sanchalan Adhiniyam).

31. **"Vice-Chancellor"** means the Vice-Chancellor of the University appointed under section 17 of the Act;

32. **"Visitor"** means the Visitor of the University referred to in section 15 of the Act.

STATUTE NUMBER 03

SEAL OF THE UNIVERSITY

1. The University shall have a common seal to be used for the purposes of the University and the design of the seal shall be as decided by the University.

2. The University may also decide to make and use such Flag, Anthem, Insignia, Vehicle Flag and other symbolic or graphic expressions, abbreviations or likewise, for such purposes as deemed necessary from time to time, and which are not of such nature that are not permitted by the State or the Central Government. Changes (if any) in the above, shall be communicated to the **State Government** for information and records.

STATUTE NUMBER 04

OBJECTS OF THE UNIVERSITY

Apart from the objectives of the University described in the Act, the University shall also have the following objectives;

(a)   to emerge as one of the foremost institutions of quality in a skill education recognized by industry, nationally and internationally.

(b)   to develop qualified youth with skill proficiency and competency at different levels as per National/State qualification of skill education following the credit framework of NSQF and NCrF.

(c)   to promote skill education in an integrated and holistic manner with higher education to ensure pathways for progression and mobility.

(d)   to provide opportunities for flexible learning systems and skill development;

(e)   to frame credit framework for competency based skill and vocational education in conformity with NSQF pursuant to NCrF.

(f)   to exchange expertise and best practices in support of skill development efforts with any other college, institution, organization, university etc.

(g)   to disseminate knowledge/skill through seminars, conferences, executive education program, community development program, publication and training program.

(h)   to undertake program for the training and development of faculty members and teachers of the University and other institutions.

(i)   to undertake collaborative research with other organizations.

(j)   to create entrepreneurs by providing necessary skill and support.

(k)   to provide consultancy to government, semi government, public and private industries.

(l)   To create an industries Academic partnership by inviting industries and institutions for mutual benefits.

(m)   To establish state of the art facilities for education and training and examination including on-line training.

(n)   To encourage industry participation through establishment of innovation and research labs, in service training centres, centres of excellence, training centres and active participation in all aspects of governance, curricula design, placement, on the job training, apprenticeship, internship etc.

(o)   To establish examination centres.

(p)   To award and maintain the standards of degrees, diplomas, certificates and other academic distinctions in accordance with the norms laid down by UGC, AICTE, BCI, MCI, DEC, or any other Regulatory Body.

(q)   To pursue any other objective as may be approved by the State Government from time to time.

(r)   To enhance international collaborations for Academic Quality framework.

(s)   To provide quality education through Open and Distance Learning (ODL) System as and when permissible.

(t)   To collaborate with other colleges, universities, research institutions, non-profit organizations, industry, industry associations, professional associations or other government and non- governmental organizations in India and abroad to conceptualize, design, develop and offer specific education and research programmes, training programmes and exchange programmes for students, faculty members, staff and others in the field of skill education.

(u)   To act as awarding body as per the prevalent guidelines.

(v)   To develop Apprenticeship/Internship/Industry embedded programmes to utilize the industrial infrastructure to provide quality skill training to the student as and when required through skill knowledge providers.

STATUTE NUMBER 05

APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE CHANCELLOR

1. In accordance with the Act, the Chancellor shall be appointed by the sponsoring body with the prior approval of the Visitor. The Executive Committee of the sponsoring body shall, by simple majority, finalise the name of the Chancellor. The Secretary or the Chairman of the sponsoring body shall send the name, alongwith a copy of the biodata of the proposed Chancellor, for approval of the Visitor. After Visitor's approval, the Chancellor shall be appointed by the sponsoring body.

2. The Chancellor shall exercise powers as specified in Section 16 of the Act.

3. In case of an emergency like illness, absence or death of the Chancellor the Vice Chancellor shall perform his duties till the Chancellor resumes his office or the new Chancellor is appointed. However, this period will not exceed six months.

4. It shall be the duty of the Chancellor to ensure that the Act, the Rules, the Statutes, the Ordinances and the Regulations are faithfully observed.

5. The Chancellor shall exercise general control over the affairs of the University.

6. The Chancellor shall be entitled to receive honorarium, expenses and allowances as may be decided by the sponsoring body.

7. In a special meeting called for the purpose, the Executive Committee of the sponsoring body may consider a "No Confidence Motion" against the Chancellor and, if passed by two thirds majority, can recommend to the Visitor for the removal of the Chancellor. After approval of the Visitor, the Sponsoring Body shall remove the Chancellor and propose a new name to the Visitor as per clause (1) of this statute.

8. The Chancellor may by writing under his hand addressed to the Sponsoring Body Chairman, resign his office. The Sponsoring Body after due consideration shall forward his resignation through its secretary or chairman to the Visitor and after Visitor's approval, shall accept his resignation and propose a new name to the Visitor as per clause (1) of this statute.

STATUTE NUMBER 06

APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE VICE CHANCELLOR

Following the provision of Section 17 of Act. 2007.

1. The Vice-Chancellor shall be appointed by the Chancellor from the panel recommended by the selection committee constituted for the purpose as per 17(2) of the Act.

2. The selection committee referred to in clause(2) above shall consist of the following members, namely :

    (i)   Two eminent academicians nominated by the Sponsoring Body; and

    (ii)   One eminent person nominated by the State Government.

3. The Chancellor shall appoint one of the members of the selection committee as chairman.

4. The selection committee shall submit a panel of at least three eminent academicians for the appointment of Vice-Chancellor :

    Provided that if the Chancellor does not approve the recommendation of the selection committee, he may call for fresh recommendation from the selection committee.

5. Notwithstanding anything contained in the foregoing sub-section, the Chancellor may appoint the first Vice-Chancellor for a period of two years to conduct the affairs of the private university.

6. The Vice-Chancellor shall, subject to the provision contained in clause(1) above, hold office for a term of four years according to the provisions of clause (6) of Section 17 of the Act.

    Provided that a Vice Chancellor shall continue to hold the offer even after expiry of this term till a new Vice Chancellor joins, however in any case this

period shall not exceeds 6 months. The age limit for the Vice-Chancellor shall be 70 years as per UGC norms the VC should fulfill the eligibility criteria as laid down by the UGC for this position.

Provided further that, in case of an emergency like illness, long absence, resignation or death of a Vice Chancellor, the Chancellor shall assign the duties of the Vice Chancellor to a senior Professor of the University. However this period of interim arrangement shall not exceed more than six months.

7.   Apart from exercising all such powers as described in Section 17 of the Act, the Vice Chancellor shall also exercise powers prescribed in the different Statutes.

8.   The Vice Chancellor shall receive pay and other allowances as decided by the sponsoring body from time to time.

9.   The Vice Chancellor shall cause the budget to be made by the Board of Management of the University. He may also decide to delegate his powers to other officers of the University.

10.   The Vice Chancellor may by writing under his hand addressed to the Chancellor, resign his office.

STATUTE NUMBER 07

APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE REGISTRAR

1. The Registrar shall be a key officer of the University. All contracts shall be signed and all documents and records shall be authenticated by the Registrar on behalf of the University.

2. The Registrar shall be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Vice Chancellor.

3. The appointment of the Registrar shall be made by the Governing Body on the recommendation of the expert committee constituted for the purpose. However, the first Registrar shall be appointed by the Sponsoring Body as per clause of the 18(1) Act. The subsequent Registrar, other than the first Registrar, shall be appointed by the Governing Body on the recommendation of the Expert Committee constituted for the purpose. The Expert Committee shall consist of :

    (i)   Vice Chancellor - (Chairman)

    (ii)   Nominee of the Chancellor

    (iii)   One expert member approved by the Governing Body

    (iv)   One observer, nominated by the chairman Regulatory Commission.

4. When the Office of the Registrar falls vacant or when the Registrar is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor may appoint for the purpose.

5. If at any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, and if the situation so warrants that the

continuance of the Registrar is not in the interest of the University, the Vice-Chancellor may request the Chancellor, in writing stating the reasons therein, for the removal of the Registrar. The Chancellor shall put up the matter for the consideration of the Governing Body whose decision shall be final.

Provided that before taking such action of the removal, the Registrar shall be given an opportunity of being heard before the Chancellor.

6. The Registrar shall receive pay and other allowances as decided by the Governing Body from time to time.

7. The age of retirement of the Registrar shall be sixty-five years.

8. Duties of the Registrar shall include:

   (i) Maintaining the records, the common property and any such other property of the University as the Governing Body may decide.

   (ii) To conduct the official correspondence of the Governing Body, Board of Management, Academic Council and of any other committee. The Registrar shall be the Member-secretary of these bodies but he shall not have a right to vote.

   (iii) To issue notices conveying the dates of meeting of the university authorities to the members and to make necessary arrangements for the conduction of the meeting and also for other assigned duties by the Governing Body/Board of Management from time to time. He will render desired assistance.

   (iv) The Registrar shall provide the copies of the Agenda of the meeting of the Governing Body, Academic Council, Board of Management, and such other bodies which are formed under the direction of the Vice-Chancellor, and shall record the minutes and send the same to the Vice-Chancellor and Chancellor. He shall also make available all such

papers, documents and information as the Visitor/Chancellor/Vice Chancellor may desire.

(v)   He shall discharge all such functions as assigned to him by the Governing Body/Vice-Chancellor of the University.

(vi)   The Registrar shall have powers to take disciplinary action against the non-teaching employees working in the University and can suspend them, pending inquiry with the approval of the Vice-Chancellor.

(vii)   An appeal can be made to the Chancellor against any order of the Registrar. The Chancellor will be the final authority to take decision on the appeal.

9.   The Registrar may by writing under his hand addressed to the Chairman, resign his office.

STATUTE NUMBER 08

APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE CHIEF FINANCE & ACCOUNTS OFFICER (CFAO)

1. The Chief Finance and Accounts Officer (CFAO) shall be a key officer of the University responsible for handling accounts and finances of the University.

2. The CFAO shall be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Vice Chancellor.

3. The appointment of the CFAO shall be made by the Chancellor on the recommendation of the Sponsoring Body.

4. When the Office of the CFAO falls vacant or when the CFAO is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor may appoint for the purpose.

5. If at any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, and if the situation so warrants that the continuance of the CFAO is not in the interest of the University, the Vice-chancellor may request the Chancellor, in writing stating the reasons therein for the removal of the CFAO.

6. The Services of the CFAO can be terminated by the Chancellor on the recommendation of the Vice Chancellor by giving him one month's notice or one month's salary in lieu of notice, provided that before taking such action of removal, the CFAO shall be given an opportunity of being heard by the Chancellor.

7. The CFAO shall receive pay and other allowance as decided by the Governing Body from time to time.

8.   The age of retirement of CFAO shall by sixty five years.

9.   Duties of the CFAO shall include :

(i)   The Chief Finance and Accounts Officer shall be responsible for managing the Accounts and Funds of the University, for maintaining the records properly, and for regularly getting them audited.

(ii)   The Chief Finance and Accounts Officer shall supervise, control and regulate the working of Accounts and Finance of the University.

(iii) Maintaining the financial records and any such other finance related records of the University as the Governing Body may decide.

(iv)   He shall discharge all such functions as assigned to him by the Governing Body/Vice Chancellor of the University.

STATUTE NUMBER 09

OTHER OFFICERS OF THE UNIVERSITY

1.   The following shall be the other Officers of the University:

   (i)   Pro Chancellor

   The Pro Chancellor shall be an officer of the University and shall be appointed by the Chancellor.

   (ii)   Pro Vice Chancellor

   The Pro Vice Chancellor shall be an officer of the University and shall be appointed by the Chancellor from amongst the Teachers of the University:

   (iii)   Controller of Examination

   The Controller of Examinations shall be a whole time officer of the university and shall be appointed by the Chancellor.

   It shall be the duty of the Controller of Examinations:

   (a)   to conduct examinations in a disciplined and efficient manner;

   (b)   to arrange for the setting of question papers with strict regards to secrecy;

   (c)   to arrange for the evaluation of answer sheets in accordance with the planned time schedule for results;

   (d)   to constantly review the system of examinations in order to enhance the level of impartiality and objectivity with a view to make it better instrument for assessing the attainments of students;

    (e)   to deal with any other matter connected with examinations which may, from time to time be assigned to him by the Vice Chancellor.

(iv)   Librarian:

The Librarian shall be a full time salaried officer of the University, and his appointment will be made following the procedure as laid down in the statutes through the clause for the teachers.

(v)   Dean Student Welfare (DSW):

The Dean Students Welfare shall be an officer of the University and shall be appointed by the Vice-Chancellor from amongst the Teachers of the University.

2   The powers and responsibilities of the Controller of Examination, the Librarian and the Dean Student Welfare (DSW) shall be as specified by the Board of Management.

The post of other officers can be created as and when required after the approval of the Board of Management

STATUTE NUMBER 10

GOVERNING BODY

1.　Formation and functioning of the Governing Body shall be as laid down under section 22 of the Act.

    (a)　the Chancellor;

    (b)　the Vice-Chancellor;

    (c)　three eminent persons nominated by the sponsoring body out of whom at least one shall be an eminent educationist;

    (d)　three distinguished persons nominated by the Visitor out of a panel of six name submitted by the State Government;

    (e)　one representative of the State Government not below the rank of Deputy Secretary.

2.　The term of the nominated members of the Governing Body will be of three years.

3.　Apart from the powers vested in the Governing Body according to the provisions under Section 22 of the Act, the Governing Body of the University shall have the following powers and duties :

    (i)　To make, review and approve, from time to time, the board policies, plans and procedures and suggest measures for the improvement and development of the University.

    (ii)　To make recommendations on any matter referred to it by the Chancellor.

STATUTE NUMBER 11

BOARD OF MANAGEMENT

1. Formation and Functioning of the Board of Management shall be as laid down under Section 23 of the Act.

   (a)   the Vice Chancellor;

   (b)   two representative nominated by the sponsorinb body;

   (c)   two representatives nominated by the State Government;

   (d)   two senior most professors of the private university by rotation; and

   (e)   two senior most teachers of the private university other than in clause (d) by rotation.

2. The term of the nominated members of the Board of Management will be of three years.

3. The Board of Management shall meet once in every two months.

4. Power and Functions of the Board of Management shall be :

   (i)   To prepare financial accounts together with audit report and Annual Report of the University and to place it before the Governing Body for its approval.

   (ii)   To prepare the annual/Supplementary Budget of the University and to place it before the Governing Body for its consideration and approval.

   (iii)   To follow the Budget for Expenditure as approved by the Governing Body.

   (iv)   To perform any other functions which may be assigned by the Governing Body/Chairman of the Board of Management/Statutes of the University.

   (v)   To recommend to Governing Body for creating the post of other officers of the university.

   (vi)   To get the approval of the Governing Body before the implementation of such decisions of the Board of Management which may be having bearing on the finances of the University.

STATUTE NUMBER 12

THE ACADEMIC COUNCIL

1. Formation and Functioning of the Academic Council shall be as laid down under Section 24 of the Act.

2. The Academic Council shall consist of the following members:

    (i)   Vice-Chancellor (Chairman)

    (ii)   All Deans of the Faculty

    (iii)   All the Heads of the Schools.

    (iv)   All the Professors of the University Teaching School of Studies.

    (v)   Two Professors from State/Central Govt. Universities nominated by the Chairman, MPPURC.

    (vi)   Five representatives from amongst the Scientist/ Educationists/ Technologists/ Industries nominated by the Chancellor.

3. The Vice-Chancellor, as the Chairman, shall preside over the meetings of the Academic Council and in his absence, any other person nominated by the Chancellor shall preside over the meeting.

4. The Registrar, shall be the Member-Secretary of the Academic Council and in the absence of the Registrar, any other person authorized by the Vice-Chancellor shall act as the Secretary.

5. The term of the nominated members of the Academic Council will be three years.

6. One half of the members the Academic Council including the Chairperson shall form the quorum at a meeting. Provided that no quorum shall be necessary for adjourned meetings. Ordinarily fifteen days' notice shall be given for all meetings of the Academic Council.

7. Subject to the provisions of the Act, the Academic Council shall have the following powers, duties and functions, namely,

(i) To co-opt as members, persons having special knowledge or experience in the subject matter of any particular business which may come before the Council for consideration. The members so co-opted shall have all the rights of the members of the council in regard to the transaction of the business in relation to which they may be co-opted.

(ii) The Academic Council shall be the principal academic body of the University and shall, coordinate and exercise general supervision over the academic policies of the University.

(iii) To promote research and related activities in the University.

(iv) To make recommendations to the GB on the proposals received from the different faculties of the University, for the conferment of degrees, honorary degrees or any such other distinction or honor of the University.

(v) To exercise general supervision over the academic policies of the University and to give directions regarding methods of instruction, teaching and evaluation of research or improvements in academic standards.

(vi) To consider matters of general academic interest either on its own initiative or on a reference made by a faculty or the SOM or the GB, and to take appropriate action thereon.

(vii) To make proposals to the GB for allocating departments to the faculties.

(viii) To make proposal to the GB for the institution of fellowships, scholarships, studentship, exhibition medals and prizes and to make rules for their award.

(ix) To recognize persons of eminence in their subject to be associated as research guide in that subject as prescribed in the ordinance.

(x)   To formulate, modify or revise schemes for the organisation and assignment of subjects to the faculties, and to report to Governing Body as to the expediency of abolition, reconstitution or division of any faculty of the University.

(xi)   To recognize diplomas and degrees of other Universities and institutions and to determine their equivalence.

(xii)   To make special arrangements, if any, for the teaching of women students and for prescribing for them special courses of study.

(xiii) To consider academic related proposals submitted by the faculties/ departments of the University.:

(xiv)   To approve the syllabus of the different courses/subjects submitted by the faculties/departments and to arrange for the conduct of examinations according to Ordinances made for the purpose.

(xv)   To award stipends, scholarships, medals and prizes, and to make awards in accordance with the ordinances and such other conditions as may be attached to the award.

(xvi)   To publish syllabus of various courses of study, lists of prescribed or recommended text books for different subjects.

(xvii) To appoint committee for admission of students in different faculties of the University.

8. To recommend to the GB the rates of remuneration and allowances for the examination work.

9. To delegate such of its powers, as it may deem fit, to the Chairman of the Academic Council.

10. To report or to make recommendations on any matter referred to it by the Chancellor or the Governing Body, as the case may be.

11. The Academic Council shall exercise such other powers and perform such other duties as may be prescribed from time to time.

STATUTE NUMBER 13

STANDING COMMITTEE

1. Standing Committee of the University shall be constituted as under:

    (i)   Vice Chancellor (Chairperson)

    (ii) Registrar

    (iii) CFAO

    (iv) Deans of all faculties of the University.

    (v)   Three senior Heads of Schools of the University by rotation (their term being three years).

    The Vice Chancellor can invite additional members to the standing committee as and when required.

2. The Registrar shall act as Secretary of the Standing Committee.

3. Meeting of the Standing Committee shall be convened, as and when required, under the directions of the Vice-Chancellor. One-half of the members of the Standing Committee and the Chairman shall constitute the quorum.

4. Notice for the meeting of the Standing Committee along with the agenda will be served to the members at least 3 days in advance of the meeting. However, an emergency meeting of the Standing Committee can be called by the Vice Chancellor, as and when required, with one-hour notice.

STATUTE NUMBER 14

EXAMINATION COMMITTEE

1. The Examination Committee of each school shall consist of the following members:

   (i)   Dean of the faculty (Chairman)

   (ii)   Head of the School

   (iii)   Two senior most teachers of the School (other than the head of the department).

2. The Examination Committee of the School shall recommend to the Vice-Chancellor through Controller of Examination, the names of Examination Paper Setters, Moderator and Examiner of different subjects. The Vice-Chancellor will have the right to add or delete names in the proposed list and he would approve the final list.

STATUTE NUMBER 15

RESULT COMMITTEE

The Results Committee for each faculty shall consist of the following:

    (i)   Vice Chancellor   :   Chairman

    (ii)   Dean of the Faculty Concern :   Member

    (iii)   Registrar   :   Member Secretary

1.1   Two members shall form the Quorum,

1.2   The term of the Results Committee shall be one academic year.

1.3   The functions of the Results Committee shall be as follows:

1.3.1   To scrutinize and pass the results of the examinations conducted by the University for publication after satisfying itself that the results on the whole and in various subjects are in conformity with the usual standards and to recommend to the Vice-Chancellor the action to be taken in case the result is unbalanced.

1.3.2   To scrutinize complaints against question papers and to take necessary action.

1.3.3   To decide cases of candidates who answered wrong paper.

1.3.4   To decide cases of candidates whose answer books were lost in transit.

1.3.5   To decide cases of mistakes made by the paper-setters, Moderators, Examiners, Invigilators, Superintendents of the Examination Centres, Tabulators, Collators, Coordinators and any other person concerned with the examinations whose cases are referred to the Committee.

1.3.6   To exercise such other powers as the Board of Management may delegate to it from time to time.

STATUTE NUMBER 16

FACULTIES AND SCHOOLS

1.   The University shall include the following faculties:

S.N.	FACULTY NAMES	Proposed Schools
1	Faculty of Engineering and Technology	School of Computer Science and Software Engineering
		School of Electronics and Telecommunication Engineering
		School of Agriculture Engineering
		School of Architecture Engineering
		School of Automobile Engineering
		School of Aeronautical Engineering
		School of Chemical Engineering
		School of Civil Engineering
		School of Dairy Engineering
		School of Environmental Engineering
		School of Information Technology and Engineering
		School of Mechanical Engineering and Industry 4.0
		School of Electrical and Electronics Engineering
2	Faculty of Emerging Technologies	School of Telecom and Drone Technology
		School of Robotics and Automation
		School of EV
		School of VLSI Design
		School of Printing and Packaging Technology
		School of Mining and Materials
		School of Automotive Studies
		School of Construction Technology
		School of Aviation and Aeronautics
		School of Design
		School of Foundry and Forge Technology
		School of Smart Manufacturing
		School of Petroleum and Energy
		School of Interdisciplinary Science and Technology

		School of Industrial Development
		School of Road Transport
		School of Planning and Architecture
		School of Energy
		School of Industrial Engineering
		School of Space Science and Technology
		School of Remote Sensing
		School of Aerospace & Aviation
		School of Paints and Coatings
		School of Instrumentation Automation Surveillance & Communication.
		School of Infrastructure Equipment.
		School of Material Science
		School of Water Management & Plumbing
		School of Electronics & telecom.
3	Faculty of Information Technology and Future Skills	School of Computing and Future Skills
		School of Digital Learning
		School of Hardware and Networking
		School of Information Technology
		School of Animation, Multimedia, Gaming and Visual Effects
4	Faculty of Management Studies	School of Management Skills
		School of Tourism and Hospitality
		School of Entrepreneurship and Startups
		School of Industrial Safety and Fire Management
		School of Facility Management
		School of Logistics
		School of Developing Societies.
		School of Defence Management.
		School of Foreign Services
		School of Foreign Trade
		School of Forest Management
		School of Social Welfare and Business Management
		School of Micro, Small and Medium Enterprises Management

		School of Public Finance and Policy
5	Faculty of Banking, Finance and Commerce	School of Banking and Finance
		School of Commerce
6	Faculty of Education and Training	School of Education
		School of Physical Education
		School of Sports, Fitness and Leisure Skills
		School of Persons with Disability
		School of Water Sports
		School of Teachers Training and Research
7	Faculty of Humanities and Liberal Arts	School of Humanities and Liberal Arts
		School of Performing Arts
		School of Languages
		School of the History of Art, Conservation and Museology
8	Faculty of Science	School of Modern Science
		School of Rubber, Chemicals, Petrochemicals and Hydrocarbon
		School of Plastic Technology
		School of Botanical Research
		School of Hydrology
		School of Medicinal and Aromatic Plants
		School of Soil Science
		School of Natural Resins and Gums
		School of Statistical Sciences
		School of Genomics and Integrative Biology
		School of Forensic Sciences
		School of Fisheries & Nautical science
		School of Astrophysics
9	Faculty of Fashion Technology and Interior Design	School of Textile, Apparel and Fashion Technology
		School of Gems and Jewellery
		School of Handicrafts (Handicrafts and Carpet)
		School of Interior Design, Furniture and Furnishings
10	Faculty of Medical and Allied Sciences	School of Healthcare and Allied Sciences
		School of Beauty and Wellness
		School of Teaching and Research in Ayurveda

		School of Indian Veterinary Research
		School of Homoeopathy
		School of Psychiatry
		School of Nutrition
		School of Chemical & Pharmaceutical Sciences
		School of Yoga & Naturopathy
		School of Unanani
		School of Health Diagnostics technology
11	Faculty of Agriculture and Allied Technologies	School of Agriculture
		School of Food Processing and Food Technology
		School of Dairy
		School of Sugar or Sugarcane
		School of Food Technology Entrepreneurship and Management
		School of Plantation Management
		School of Vegetable Research
		School of Dryland Agriculture
12	Faculty of Law	School of Law
13	Faculty of Mass Communication	School of Journalism
		School of Media & Entertainment
		School of Film and Television
14	Faculty of Sustainable Development Studies	School of Water Management
		School of Renewable Energy and Green Jobs
		School of Youth Development
		School of Livelihood Promotion
		School of Domestic Workers

Such other faculties as may be approved by the Governing Body on the recommendation of the Academic Council shall be added from time to time.

2.   Each Faculty shall have Schools as may be assigned to it by the Academic Council.

STATUTE NUMBER 17

DEANS OF FACULTIES

There shall be a Dean for each Faculty. A Professor within the faculty shall, according to seniority, act as the Dean of the Faculty for a period of three years, by rotation Provided that:

1. If there is no Professor, a Associate Professor, according to seniority, shall act as Dean.

2. The Dean shall be the Chairman of the Faculty and shall be responsible for the observance of the Statutes, the Ordinances and the Regulations relating to the Faculty.

3. The Dean shall be responsible for overall supervision and control of the organization and the conduct of teaching and research work in the Departments comprised in the Faculty.

4. The dean shall exercise such other powers and perform such other functions and duties as may be assigned to him by the BOM or the Vice-Chancellor.

5. Professor or Reader shall have the option to resign the Deanship at any time during his tenure and also decline the offer of appointment in his turn as Dean of the Faculty.

STATUTE NUMBER 18

CONSTITUTION AND POWER OF THE FACULTIES

Each Faculty shall consist of the following members, namely:

1.   The Dean of the Faculty who shall be the Chairman.

2.   The Heads of School of Studies in the Faculty.

3.   All Professors in the Faculty.

4.   One Associate Professor and one Assistant Professor, by rotation according to seniority, from each Department in Faculty.

5.   The Faculty shall have such powers and shall perform such duties as given in the Ordinances and shall, from time to time, appoint such and so many Boards of Studies in different branches of knowledge as may be prescribed by the Ordinances.

6.   The Faculties shall also consider and make such recommendations to the Academic Council on any question pertaining to their respective spheres of work as may appear to them necessary or on any matter referred to them by the Academic Council.

7.   The faculties will Act as think tanks of the University in enhance the quality of Teaching Learning, Research and other activities of the University.

STATUTE NUMBER 19

BOARD OF STUDIES

1. There shall be a Board of Studies for each school comprising of:

    (i)   All the teachers of the concerned school.

    (ii) Two members to be nominated and co-opted by the School, from outside the University, from academia /Industries.

2. The Head of the School or Senior most faculty member shall be the Chairman of the Board of Studies.

3. The term of the Co-opted members of the board of studies shall be three years.

4. The Vice Chancellor can constitute a Board of Studies for the subjects to be started by the University as and when required.

5. Detailed syllabus of the different courses of the School shall be prepared by the Board of Studies and be submitted to the Academic Council for its approval and publication.

6. Contents of the syllabi shall be revised and updated by the Board of Studies from time to time and be submitted to the Academic Council for its approval.

7. Board of Studies meeting shall be arranged at least once in a year.

STATUTE NUMBER 20

STUDENTS COUNCIL

1. The students' council will mainly function as a forum for getting feedback on the students' issues and their welfare.

2. The Vice-Chancellor shall appoint on the Students' Council one student from each Department/Faculty who should be a full time student in the University and had secured the first position in order of merit in the preceding Examination.

3. The Vice-Chancellor can also decide to involve other categories of students in the Students' Council depending upon the need of student's participation for the benefit of the University. SC/ST and girls students will be given adequate representation in the Students' Council.

STATUTE NUMBER 21

APPOINTMENT OF TEACHERS OF THE UNIVERSITY

1. For the teaching positions in the University namely the Professors, Associate Professors and Assistant Professors, the Board of Management may recommend to the Governing Body for filling up the vacancies available in different departments of the University.

2. The Governing Body shall assess the recommendations of the Board of Management and approve filling up of teaching vacancies through an open advertisement and selection process from time to time.

3. Teaching positions (Professors, Associate Professors, Assistant Professor) shall be advertised in the local national daily News Papers of wide circulation or on the University website clearly mentioning the essential qualifications and pay scale for each advertised post as per norms prescribed by the University Grants Commission (UGC) or any other Regulatory Body.

4. An Screening Committee consisting of three members, appointed by the Vice-Chancellor shall screen all the applications and prepare a summary of all the candidates satisfying the essential qualifications and to be called for the interview. Also a list of candidates rejected and not to be called for the interview shall he made separately giving reasons for the rejection.

5. Summary of all the screened applications shall be made available to the Selection Committee at the time of interview.

6. The Selection Committee shall consist of the following members;

   (i)   The Vice-Chancellor (Chairman)

   (ii) One observer, not connected with the University in any manner, to be nominated by the chairman, Regulatory Commission.

   (iii) Three subject experts nominated by the Vice Chancellor from a panel of experts approved by the Governing Body.

   (iv) One observer nominated by the Chancellor.

7. The Selection Committee shall recommend to the Governing Body the names, arranged in order of merit, if any, of the persons whom it considers suitable for the posts.

    Provided that no recommendation shall be made unless at least two subject experts and the Observer under clause (6) mentioned above, are present in the Selection Committee meeting.

8. After the approval of appointments, as recommended by the Selection Committee, by the Governing Body, appointment letters will be issued by the Registrar.

9. In addition to full-time teachers, the Board of Management/Chancellor may also decide to engage for a fixed period, part-time, contractual and / or assignment based positions, either through direct recruitment or out-sourcing. The terms and conditions (such as honorarium, TA/DA: conveyance charges etc.) of such engagements will be decided by the Governing Body of the University, from time to time.

10. In addition to full time teachers the University may appoint 'Professor of Practice' and 'Master Trainers' as per terms and condition decided by Board of Management of the University.

11. Where there is an allegation of misconduct against a teacher, the Vice Chancellor shall constitute a fact finding Committee and if necessary, based on the fact finding Committee recommendations, may institute an inquiry committee for the purpose.

12. Based on the inquiry committee report, the Vice Chancellor may decide course of action including suspension depending on the severity of the misconduct. However, for taking actions to the extent of termination of the teacher concerned, the Vice Chancellor shall report the matter to Governing Body whose decision will be final.

13. An appeal against any action can be made to the Chancellor within 30 days from the date of passing such order.

STATUTE NUMBER 22

APPOINTMENT OF THE NON-TEACHING STAFF

1. The following types of non-teaching employees will be employed by the University

    (i)   Permanent/Probationary employees

    (ii) Contractual employees

    (iii) Casual employees

2. The qualification of Non-teaching staff will be as per UGC norms.

3. Permanent employee means an employee who is appointed against a clear vacancy. The probationary period for such employees will be of two years.

4. Contractual employee means an employee who is appointed on contract for a specified period.

5. Casual Employee means an employee who is engaged on the basis of a Muster Roll.

6. The terms of service conditions of all the above types of employees and arbitration procedures shall be as prescribed by the Regulations.

7. Where there is an allegation of misconduct against a non-teaching employee, the Registrar shall constitute a fact finding Committee and if necessary, based on the fact finding Committee recommendations, may institute an inquiry committee for the purpose.

8. Based on the inquiry committee report, the Registrar may decide course of action including suspension depending on the severity of the misconduct.

    However, for taking actions to the extent of termination of the non-teaching employee concerned, the Registrar shall report the matter to the Vice Chancellor whose decision will be final.

3. An appeal against any action can be made to the Chancellor within 30 days from the date of passing such order.

STATUTE NUMBER 23

CONFERMENT OF HONORARY DEGREES AND ACADEMIC DISTINCTIONS

1.   (i)   Proposal for conferment of an Honorary Degree or Academic Distinction shall be made in writing through the Schools by any Faculty Member and Head of the Schools will forward it to the Vice-Chancellor

(ii)   On receipt of the proposal the Vice-Chancellor, on being satisfied that the proposal is in conformity with the provision of the Act. Shall call a special meeting of the Board of Management to consider the proposal.

(iii)   At such special meeting of the Board of Management the Vice-Chancellor shall call upon the members to indicate their opinion on the proposal by a secret ballot. No speeches or comments shall be permitted on the proposal at such meeting.

(iv)   The Vice-Chancellor shall ascertain from scrutiny of the ballot papers, if the proposal has the requisite support. If the Vice-Chancellor finds that the proposal has the requisite support of the members, he shall declare that the proposal shall be submitted for approval to the next meeting of the Governing Body.

(v)   Every proposal for conferment of an Honorary Degree or Academic Distraction shall be separately made and considered in respect of a proposed recipient.

2.   (i)   Any such proposal submitted for approval of the Governing Body shall be decided by a secret ballot of the members of the Governing Body present and voting at the meeting.

(ii)   No member of the Governing Body shall be permitted to discuss, comment or make any speech in respect of the proposal at such meeting.

(iii)   The Vice-Chancellor shall scrutinize the ballot papers in respect of the proposal with the help of tellers if necessary.

(iv)   On scrutiny, if the proposal is found to have the requisite support the proposal shall be declared to be carried. In the absence of the requisite support the proposal shall be declared to be dropped.

STATUTE NUMBER 24

PROVISION REGARDING FEE TO BE CHARGED FROM THE STUDENTS

1. All the Courses in the University will be run on self-finance mode. The following types of fees may be charged from the students:

    (i) Prospectus and Registration form

    (ii) Admission fees (where applicable)

    (iii) Tuition fees for the course

    (iv) Examination fees

    (v) Library fees

    (vi) Development/amalgamated fund

    (vii) Laboratory fees

    (viii) Caution money

    (ix) Hostel & Mess fees (Where applicable)

    (x) Identity Card fees

    (xi) General insurance fees

    (xii) Placement fees (Where applicable)

    (xiii) Alumni fees

    The University can introduce other heads of fees from time to time.

2. In addition, fees for duplicate mark sheets, revaluation, issuance of degree and such others examinations or result related fee may be charged from the students.

3. The components of fee may vary from course to course and shall be decided by the Board of Management for each course.

4. The fee structure of various courses and provision of exemption from tuition fee will be decided by the Board of Management from time to time and will be made available to the students along with the prospectus for the concerning session.

5. The tuition fees for the various courses will be defined in their respective Ordinances and can be changed with the approval of the Board of Management.

STATUTE NUMBER 25

ADMINISTRATION OF ENDOWMENTS FOR THE AWARD OF FELLOWSHIPS, SCHOLARSHIPS, MEDALS AND PRIZES IN THE UNIVERSITY

1. The Board of Management may accept donations for creation of endowment fund for the award of Fellowship, Scholarship, Stipend, Medals and Prizes of the recurring nature.

2. The Board of Management shall administer all the endowments.

3. The award shall be made out of the Annual Income accruing from the endowment. Any part of the income which is not so utilized shall be added to the endowment.

4. (i) The Board of Management shall prescribe the conditions of depositing the endowment in a nationalized Bank.

   (ii) The value of endowment necessary for instituting an award shall be prescribed by the Board of Management.

5. No endowment shall be accepted in contravention of the award, and effect shall be given to the wishes of the donor as far as possible.

6. In case any endowment is accepted by the Board of Management, the Board shall make a Regulation for it, giving such details as the name of the donor, name of endowment, initial value and the purpose of the endowment, etc.

7. Approval of awardees of fellowships, scholarships, medals and prizes as per the specific regulation(s)/ordinance(s) belonging to the specific endowment will be given by the Board of Management.

STATUTE NUMBER 26
CONVOCATION

1. A Convocation for the award of the Degrees, Diplomas and other Distinction of the University shall normally be held annually in the main campus of the University or at such other place as may be approved by the Governing Body.

2. The Academic Council shall frame Regulations relating to the format of the Degree, Diploma documents, Certificates and citations, their text, issuance of these documents in absentia, duplicate degree and procedure for holding Convocations.

3. The Visitor and in his absence the chancellor shall preside over the convocation function of the University. In the absence of both, the Vice Chancellor shall preside over the convocation function.

STATUTE NUMBER 27
ADMISSION OF STUDENTS

1. Admission to various courses shall be governed as prescribed in the ordinances framed for the concerned subjects.

2. The University may conduct its own entrance test, if necessary, or may utilize the list of results of such examination/ test conducted by different State/ National/Professional Bodies.

3. The University can also take admission through information or counseling centres or by post or online or by appointing admission coordinators. The University can also collaborate with online portals for admission purpose or referring / forwarding admission enquiries.

STATUTE NUMBER 28

ANNUAL REPORT

1. The Annual Report of the University shall be prepared by the Board of Management.

2. The Report shall be placed before the Governing Body for approval.

3. A copy of the Annual Report prepared under Sub-section (1) shall be presented to the Visitor and to the Regulatory Commission after approval by the Governing Body.

STATUTE NUMBER 29

RESIDUAL PROVISION

In case of any dispute/difference of interpretation of provisions made in the Statutes, the decision of the Chancellor in broad conformity with the Act 2007, amended 2013 shall be final.

विधि एवं विधायी कार्य विभाग

भोपाल, दिनांक 6 अक्टूबर 2023

फा.क्रमांक 4973 / 21—ब(एक) / 2023, यतः, माननीय सर्वोच्च न्यायालय द्वारा डब्ल्यू.पी.(सी) 643 / 2015, ऑल इण्डिया जजेस एसोसिएशन विरूद्ध यूनियन ऑफ इण्डिया तथा अन्य, दिनांक 19.05.2023 में दिए गए निर्देशों के पालन में तथा भारत के संविधान के अनुच्छेद 309 के परन्तुक द्वारा प्रदत्त शक्तियों को प्रयोग में लाते हुए, मध्यप्रदेश के राज्यपाल, मध्यप्रदेश न्यायिक सेवाएं (वेतन, पेंशन तथा अन्य सेवानिवृत्ति लाभों का पुनरीक्षण) नियम, 2022 में एतद्द्वारा, निम्नलिखित संशोधन करते हैं, अर्थात्:—

संशोधन

उक्त नियमों में,—

1.   नियम 10 के उप—नियम (1) के पश्चात् निम्नलिखित नवीन उप—नियम जोड़ा जाए, अर्थात्:—

"(1क)   पेंशन के बकाया का भुगतानः—

पेंशन के बकाया की गणना 01.01.2016 से की जाएगी और पूर्व में अंतरिम राहत के किए गए भुगतान को समायोजित करने के पश्चात् शेष रकम निम्नलिखित रीति से चरणों में दी जाएगीः—

(1)   पेंशन की पुनरीक्षित दरों जिनका कि माननीय सर्वोच्च न्यायालय ने अनुमोदन किया है दिनांक 01.07.2023 से देय होगी।

(2)   25 प्रतिशत राशि का संदाय दिनांक 31.08.2023 तक देय होगा।

(3)   अगली 25 प्रतिशत राशि का संदाय दिनांक 31.10.2023 तक देय होगा।

(4)   शेष 50 प्रतिशत राशि का संदाय दिनांक 31.12.2023 तक देय होगा।

स्पष्टीकरणः— इस नियम के प्रयोजनों हेतु न्यायिक सेवा के किसी पेंशनर / परिवार पेंशनर के संबंध में पेंशन के बकाया से अभिप्रेत है, निम्नलिखित के बीच का अन्तर :—

(एक)   पेंशन और महंगाई राहत का योग जो उसे इन नियमों के अधीन पेंशन और महंगाई राहत में पुनरीक्षण के कारण देय हो।

(दो)   विद्यमान परिलब्धियां जिसका कि वह पात्र होता यदि उसकी पेंशन तथा महंगाई राहत इस प्रकार से पुनरीक्षित न किए जाते।"।

2.   नियम 11 में,—

(क)   उप—नियम (1) में,—

(एक)   खण्ड (दो) में परन्तुक में तीसरी पंक्ति, में शब्द "के लिए तथा" शब्द "दस" के पूर्व शब्द "अधिकतम" जोड़ा जाए;

(दो)   खण्ड (तीन) के पश्चात् निम्नलिखित नवीन खण्ड जोड़ा जावें:—

''(तीनक)सेवानिवृत्त होने वाले न्यायाधीश के सेवानिवृत्ति के दिनांक के पश्चात् जिस दिनांक को वार्षिक वेतन वृद्धि देय होती है, वह वेतन वृद्धि सेवानिवृत्ति के समय काल्पनिक (नोशनल) रूप से जोड़कर अंतिम वेतन निर्धारित कर पेंशन निर्धारित की जाएगी।''।

(चार) खण्ड (दस) में, शब्द ''लाख रूपये होगी'' के पश्चात् व्याक्यांश ''इसमें जब भी मंहगाई भत्ता (जैसा कि उप-नियम (3) में विहित है) पचास प्रतिशत से अधिक होता है पच्चीस प्रतिशत की वृद्धि की जाएगी'', जोड़ा जाए।

(ख) उप-नियम (2) में,–

(एक) खण्ड (एक) के स्थान पर निम्नलिखित खण्ड स्थापित किया जाए,–

''(एक) सेवानिवृत्त न्यायिक अधिकारियों के उन सेवानिवृत्त सदस्य की पुनरीक्षित पेंशन, इस तथ्य को विचार में लिए बिना कि उसने समय-समय पर यथा पुनरीक्षित अर्हकारी सेवा पूर्ण की है अथवा नहीं, उसके द्वारा सेवानिवृत्ति के समय न्यायिक अधिकारी द्वारा धारित पद के पुनरीक्षित वेतनमान की न्यूनतम 50 प्रतिशत होगी:

परन्तु ऐसे न्यायिक अधिकारी जो दिनांक 01.01.2016 के पूर्व मृत्यु या सेवानिवृत्ति के कारण सेवा में नहीं रहे है उनकी पेंशन, पेंशन पुनरीक्षण के लिए वर्तमान मूल पेंशन में 2.81 गुणा बढाकर पुनरीक्षित की जाएगी, जो कि उसकी सेवानिवृत्ति के समय आहरित अंतिम वेतन के समतुल्य पुनरीक्षित वेतनमान के वेतन के 50 प्रतिशत से कम नहीं होगी।

(दो) खण्ड (दो) के स्थान पर निम्नलिखित खण्ड स्थापित किया जाए,–

''(दो) उन पारिवारिक पेंशनरों की पुनरीक्षित पेंशन, इस तथ्य को विचार में लिए बिना कि उसने समय-समय पर यथा पुनरीक्षित अर्हकारी सेवा पूर्ण की है अथवा नहीं, सेवानिवृत्ति के समय न्यायिक अधिकारी द्वारा धारित पद के पुनरीक्षित वेतनमान की न्यूनतम 30 प्रतिशत होगी:

परन्तु ऐसे न्यायिक अधिकारी जो दिनांक 01.01.2016 के पूर्व मृत्यु या सेवानिवृत्ति के कारण सेवा में नहीं रहे है उनकी पारिवारिक पेंशन, पेंशन पुनरीक्षण के लिए वर्तमान मूल पेंशन में 2.81 गुणा बढाकर पुनरीक्षित की जाएगी, जो कि उसकी सेवानिवृत्ति के समय आहरित अंतिम वेतन के समतुल्य पुनरीक्षित वेतनमान के वेतन के 30 प्रतिशत से कम नहीं होगी।

(ग) उप-नियम (3) के पश्चात् निम्नलिखित उप-नियम जोड़ा जाए,–

''(4) केन्द्रीय सरकार के पेंशन नियम 54 (3) यथा संशोधित दिनांक 19.09.2021 का लाभ परिवार पेंशनरों को भी प्राप्त होगा।''।

(घ) उप-नियम (3) के पश्चात् टिप्पणी का लोप किया जाए।

2. अनुसूची में भाग तीन के पश्चात् निम्नलिखित भाग जोड़ा जाए, अर्थात्:–

''भाग—चार
(नियम 11 उप—नियम (2))

(फिटमेन्ट)

अनु.क्रमांक	एफ.एन.जे.पी.सी. के अनुसार वेतन	विद्यमान वेतन	नया प्रस्तावित वेतन
(1)	(2)	(3)	(4)
1	9000	27700	77840
2	9250	28470	80180
3	9500	29240	82590
4	9750	30010	85070
5	10000	30780	87620
6	10250	31550	90250
7	10500	32320	92960
8	10750	33090	95750
9	11050	34010	95750
10	11350	34930	98620
11	11650	35850	101580
12	11950	36770	104630
13	12250	37690	107770
14	12500	38610	111000
15	12800	39530	114330
16	13150	40450	114330
17	13500	41530	117760
18	13850	42610	121290
19	14200	43690	124930
20	14550	44770	128680
21	14900	45850	132540
22	15250	46930	132540
23	15600	48010	136520
24	15950	49090	140620
25	16350	50320	144840
26	16750	51550	149190
27	17150	52780	149190
28	17550	54010	153670
29	17950	55240	158280
30	18350	56470	163030
31	18750	57700	163030
32	19150	58930	167920
33	19600	60310	172960

(1)	(2)	(3)	(4)
34	20050	61690	178150
35	20500	63070	178150
36	20950	64450	183490
37	21400	65830	188990
38	21850	67210	188990
39	22350	68750	194660
40	22850	70290	199100
41	23350	71830	205070
42	23850	73370	211220
43	24350	74910	217560
44	24850	76450	224100"

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,

बी. के. द्विवेदी, प्रमुख सचिव.

Bhopal, Date 6th October 2023

F.NO 4973/XXI-B(One)/2023 – Whereas, in compliance of directions made by Hon'ble Supreme Court of India in Writ Petition (Civil) No. 643/15, All India Judges Association Vs. Union of India and Others, order dated 19-05-2023 and in exercise of the powers conferred by the proviso to article 309 of the Constitution of India, the Governor of Madhya Pradesh, hereby makes the following amendments in the Madhya Pradesh Judicial Services (Revision of Pay, Pension and Other Recruitment Benefits) Rules, 2022, namely:-

AMENDMENTS

In the said rules,-

1. After sub-rule (1) of rule 10 following sub-rule shall be added, namely:-
    "(1A)   Payment of Pension Arrears:-
    Commutation of Pension Arrears shall be done from 01.01.2016 and after adjusting interim relief paid earlier, remaining amount shall be given in following steps:-
    (1)   Revised rates of Pension which have been approved by Honorable Supreme Court shall be paid from 01.07.2023.
    (2)   25% of the amount shall be paid by 31.08.2023.
    (3)   25% of the amount shall be paid by 31.10.2023.
    (4)   Remaining 50% of the amount shall be paid by 31.012.2023.
    Explation:- For the purpose of this rule pension arrears for any pensioner/family pensioner means difference of.-
    (i)   sum total of pension and dearness relief which is to be paid to him under these rules due to revision of pension and dearness relief;
    (ii) existing emoluments for which he would have been entitled if his pension and dearness relief were not revised.

2. In rule 11,-
    (a) in sub-rule (1),-
        (i)   in clause (ii), in proviso, in line 3, after word "benefits" and before the word "ten", the word "maximum" shall be added;
        (ii) after clause (iii) following new clause shall be added;
        "(iiia) after the date of retirement of retiring Judge, the date, on which the annual increment becomes due, by adding that increment notionally at the time of retirement by the fixing the last pay the pension shall be fixed.
        (iv) in clause (x), after word "lakh" the phrase "which shall be increased by twenty five percent whenever DA [as provided in sub-rule (3)] rises by fifty percent" shall be added;
    (b) in sub-rule (2),-

(i) for clause (i), the following clause shall be substituted, namely:-

(i) The revised pension of the retried Judicial Officers shall be 50% of the minimum of the revised pay of the post held by the Judicial Officer at the time of retirement, irrespective of the fact whether he has completed qualifying service or not, as revised from time to time :

Provided that the Judicial Officers who have ceased to be in service due to death or retirement befor 01.01.2016 their Pension shall be revised by raising the same by 2.81 times which shall not be less than 50% of the revised pay of revised pay scale equivalent to the last pay drawn at the time of his retirement.

(ii) for clause (ii) following clause shall be substituted, namely:-

(ii) The revised pension of the family pensioners shall be 30% of the minimum of the revised pay of the post held by the Judicial Officer at the time of retirement, irrespective of the fact whether he has completed qualifying service or not, as revised from time to time:

Provided that the Judicial Officers who have ceased to be in service due to death or retirement befor 01.01.2016 their Family Pension shall be revised by 2.81 times raising the same by which shall not be less than 30% of the revised pay of revised pay scale equivalent to the last pay drawn at the time of his retirement.

(c) after sub-rule (3) following sub-rule shall be added.

"(4) benefits of Central Government Pension rules 54(3) dated 19.09.2021 (as amended) shall also be available to family pensioners.".

(d) after sub-rule (3), note shall be omitted.

2. In the Schedule, after Part-III, the following Part shall be added, namely :-

"Part-IV
[see rule 11, sub-rule (2)]
(Fitment)

S.No.	Pay as per FNJPC	Existing Pay	New Proposed Pay
(1)	(2)	(3)	(4)
1	9000	27700	77840
2	9250	28470	80180
3	9500	29240	82590
4	9750	30010	85070
5	10000	30780	87620
6	10250	31550	90250
7	10500	32320	92960
8	10750	33090	95750
9	11050	34010	95750
10	11350	34930	98620
11	11650	35850	101580
12	11950	36770	104630
13	12250	37690	107770
14	12500	38610	111000
15	12800	39530	114330
16	13150	40450	114330
17	13500	41530	117760
18	13850	42610	121290
19	14200	43690	124930
20	14550	44770	128680
21	14900	45850	132540
22	15250	46930	132540
23	15600	48010	136520
24	15950	49090	140620
25	16350	50320	144840
26	16750	51550	149190
27	17150	52780	149190
28	17550	54010	153670
29	17950	55240	158280
30	18350	56470	163030
31	18750	57700	163030
32	19150	58930	167920
33	19600	60310	172960
34	20050	61690	178150

(1)	(2)	(3)	(4)
35	20500	63070	178150
36	20950	64450	183490
37	21400	65830	188990
38	21850	67210	188990
39	22350	68750	194660
40	22850	70290	199100
41	23350	71830	205070
42	23850	73370	211220
43	24350	74910	217560
44	24850	76450	224100"

By order and in the name of the Governor of Madhya Pradesh,

B. K. DWIVEDI, Principal Secy.